

## Tips for senior students – Writing in different text types

### What is a text?

A text is a recognised form of writing, viewing or speaking which conforms to certain unique characteristics.

### Style

Style is the way language is used to create a text.

Before writing your text consider:

#### **Purpose**

#### **Audience**

#### **Techniques**

### Interview

1. Consider your audience as this will determine the language used. (NB this will always be clear in the question.)
2. Make sure you introduce all people being interviewed eg. The author of the text or director of the film. Include a little bit about background and context.
3. Make it clear who is speaking – write their full name first time then initials next for each subsequent time.
4. Start a new line every time a different person speaks.
5. Remember to ask open-ended questions so the person being interviewed has to answer in detail.
6. Sum up with a challenge and/or short recount of key ideas that came through during the interview.
7. Remember to thank the interviewee.

### Speech

1. Consider the audience as this will determine the language used.
2. Avoid using too much colloquial language or jargon even if you are speaking to a group of young people. Using emotive language can be effective if not overused.
3. Think about the purpose of your speech eg inform, persuade, explain, warn etc.
4. It is important to think about context such as what is going on in the world at the time of making your speech.
5. The introduction determines the content of your speech and engages the audience. Try to think of an interesting way to catch their attention
6. Using “I” will make your speech personal and subjective, using “we” will make it inclusive, using “you” and “your” does not include you as the speaker so be careful what you say.
7. Humour is a good tool to keep an audience engaged.

### Newspaper Article

1. Newspaper articles generally have a broad audience unless otherwise stated.
2. They are intended to be factual so the language should reflect this. ie. Clear and concise, not colloquial, not emotive, no jargon unless part of a quote.
3. Headlines should broadly reflect the content of the article.
4. Include specific rather than general information.
5. Make sure you substantiate the things you say with perhaps quotes from experts or eye witnesses.
6. Most newspaper articles have date, time, place, people involved clearly spelt out.

## **Magazine Article**

1. The question will always state the audience so the language used should reflect this. Magazine articles reflect the interests of the target audience. (Often the audience is H.S.C. students or just teenagers may also be for parents.) Also make sure who the composer is meant to be. ie. Is it a student, lecturer, teacher, author or director?
2. Magazine articles often highlight unusual human interest aspects of the person or event being written about.
3. Include quotes from experts or others to substantiate what is being written about.
4. They may include a variety of tone from serious to conversational depending on the purpose.
5. Some include helpful advice and selective facts depending on the purpose.
6. Usually magazine articles are structured with a headline, short paragraphs, lead paragraph with the main idea and thesis, series of paragraphs which elaborate on the main idea and conclude with a summary paragraph.

## **Journal**

1. Journals are reflective pieces and the language used should portray this. They are meant to give insight into the composer.
2. Each entry should be in sequential order but they do not have to be one day following another, you can have as much gap as you wish. NB. Sometimes a yearly entry can be very effective as it shows how the character has matured and changed.
3. Include feelings and emotions not what has happened.
4. The length of each entry can vary. Sometimes a short entry can impact the responder. ie. Less can be more.

## **Letter**

1. There are different types of letters including: personal, business, letters of complaint, letters to the editor. Make sure the language used accurately reflects the type of letter.
2. Some letters need to persuade.

## **Editorial**

1. Editorials present a strong opinion with a factual basis.
2. They respond to both sides but usually have a preference for one.
3. They often offer a new approach or alternative. eg. "What should be done is....."
4. They can be written with a sarcastic tone.
5. They may appear to bombastic and not entirely rational.