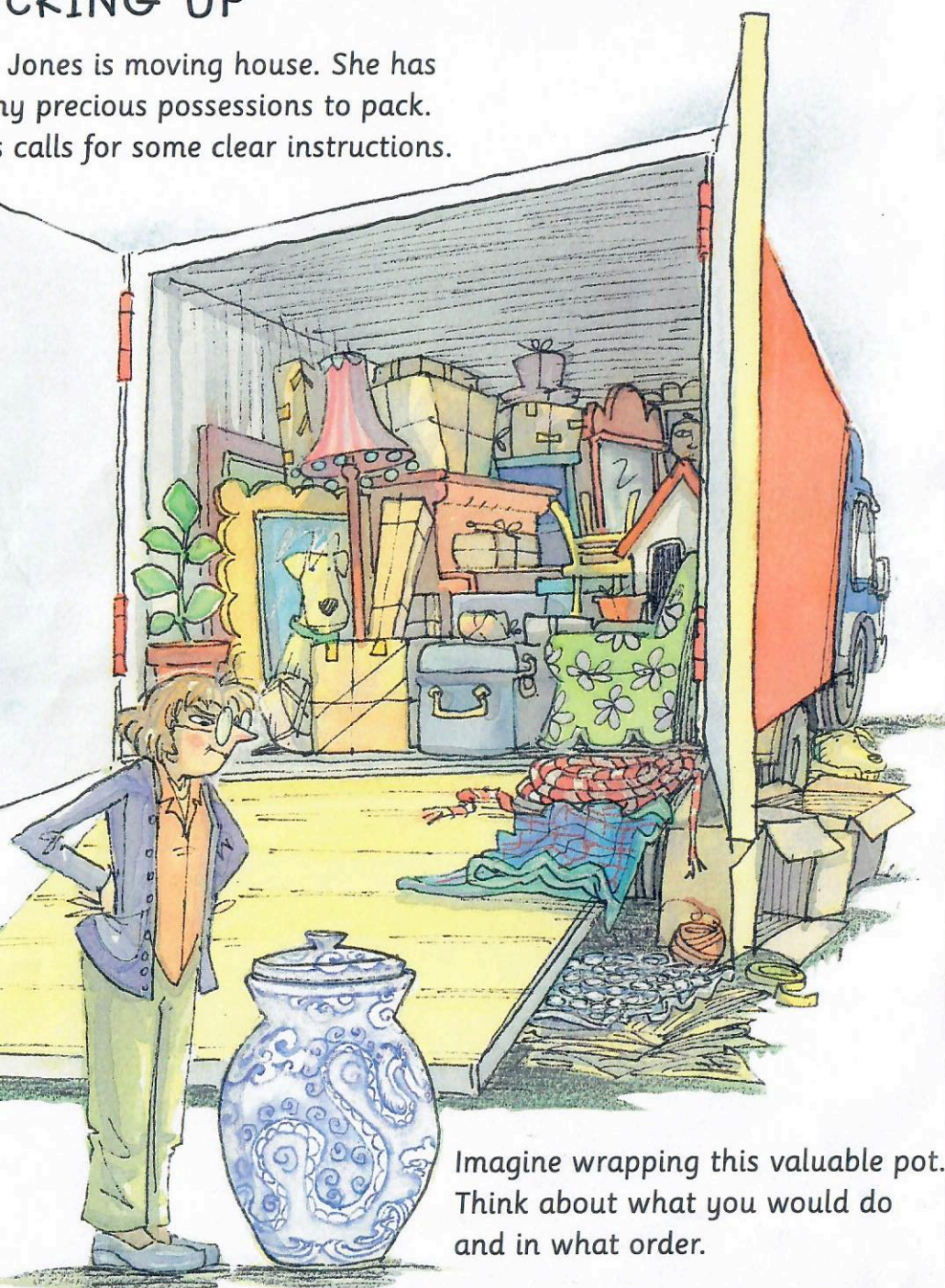


PACKING UP

Mrs Jones is moving house. She has many precious possessions to pack. This calls for some clear instructions.



Imagine wrapping this valuable pot. Think about what you would do and in what order.



Here is one way to pack the pot safely. You may have thought of a different way. It doesn't matter as long as the pot is safe.

How to pack a pot

You will need:

- newspaper
- bubble wrap
- strong tape
- strong cardboard box
- polystyrene chips
- marker pen

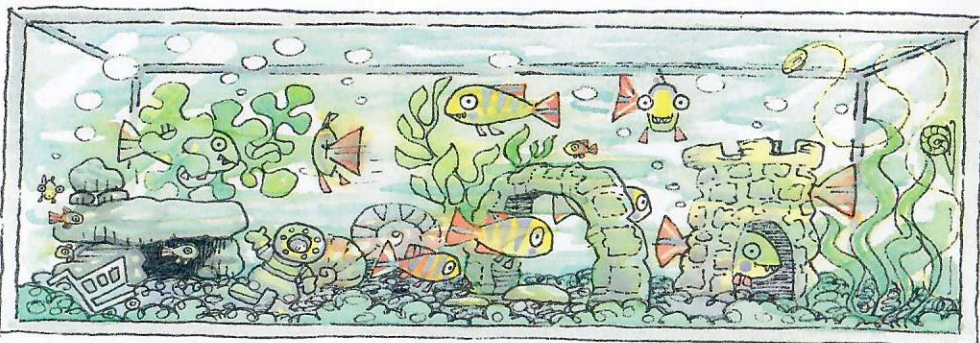
What you do:

- 1 Remove the lid and make sure the pot is empty.
- 2 Stuff the pot with screwed-up newspaper.
- 3 Wrap the pot first with newspaper, then with bubble wrap.
- 4 Use strong tape to keep the wrapping in place.
- 5 Wrap the lid in newspaper and tape it to the top of the pot.
- 6 Screw up some newspaper and put a layer in the cardboard box.
- 7 Put the pot carefully in the box.
- 8 Fill the box with polystyrene chips and bubble wrap.
- 9 Close the box with strong tape.
- 10 Label the box **FRAGILE**.

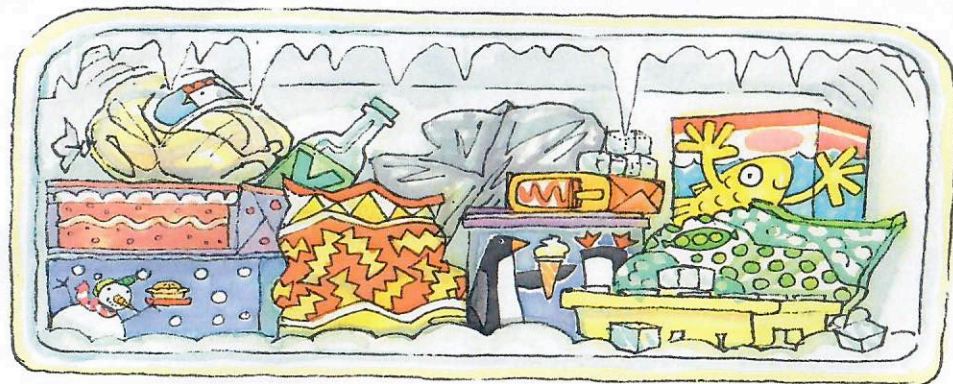


Writing instructions

Write clear instructions for packing one of these items.



A huge glass tank full of fierce fish



Lots of frozen food

First think how you would wrap the object.

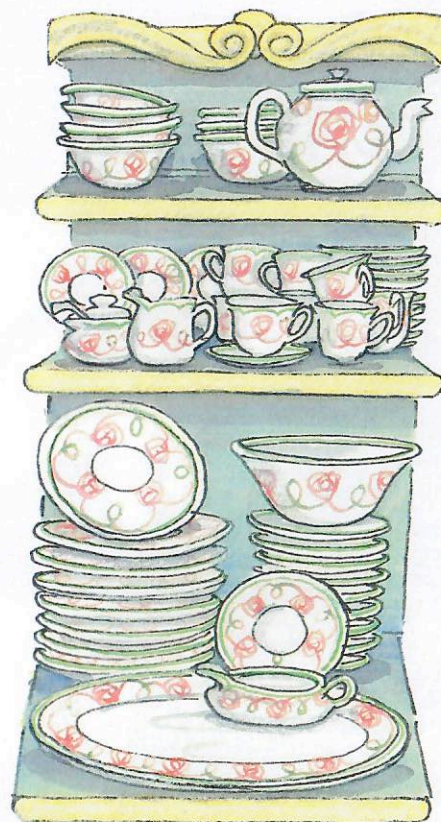
Write the title:
How to pack a...

Write the heading:
You will need

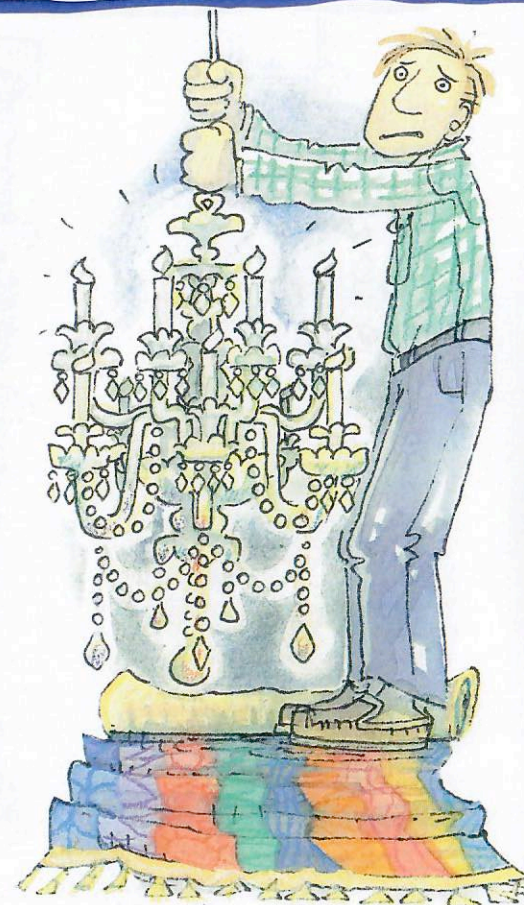
4 List the materials you need. Write them in the order that you will use them.

5 Write the heading:
What you do

6 Write exactly what to do, step by step.



A set of delicate china



A fancy glass chandelier

WRITING TIPS

When you write instructions:

- write in the present tense.
- only describe one activity at a time.
- number each instruction.
- begin each instruction with a verb.
- start each instruction on a new line.

Use bossy verbs (imperatives) to explain exactly what to do.

place	use	protect	roll
label	fill	wrap	unscrew
stick	take	cover	remove
stuff	pack	empty	screw