Writing to Inform
When you are writing to inform you are telling your reader about something or someone. The aim is to be interesting and give new or original information. This kind of writing appears in

- Autobiographies
- Biographies
- Travel writing
- Information leaflets
- Newspaper and magazine articles
This type of writing should always contain a range of detail that informs the reader. This may be a combination of fact and opinion.

Here are ten sentences about Sherborne. Write down the facts in one column and the opinions in the other.

Sherborne is a town in Dorset. There are two supermarkets in Sherborne. Sherborne is a small town. Cheap Street is only for pedestrians between 11.00am and 4.00pm between Monday and Saturday. Sherborne is well known for its abbey. Sherborne does not have a cinema. There is a poor bus service between Sherborne and Yeovil. Old people like living in Sherborne. There are lots of schools in Sherborne. There are some nice villages near Sherborne. The Sherborne Youth club is called Tinneys.
This type of writing might be written in the present tense

http://www.sherbornetown.com/
Write a paragraph about the place where you live

Aim to:

• Include a range of detail
• Make the detail interesting to your reader
• Write in the present tense
Information writing can also be more personal and include personal feelings, experiences or feelings – it can be written in the past tense.
I am a student from New Zealand. My family are moving to England and I will be going to school there. I know very little about the country or the people could your readers write to me with any information they think might help me?

Yours with thanks, John Simmons

• Write a letter to John informing him about the place where you live.
• Aim to write 3 – 4 paragraphs
• You could use the paragraph you have already written
• You could talk about the people, what school is like
Choose something you are interested about and know about. Write about it in a way which will inform other people.