

INFORMATION REPORT

YEAR 3: Writing Worksheets

 Writing Focus: Information Reports

 Purpose: To inform the reader about a topic

 Structure:

- Title
- Introduction
- Factual paragraphs with subheadings
- Conclusion



★ Activity 1: Know the Features!

Match the feature to the correct example. Draw a line.

Feature

Example



Present tense

 What Do Koalas Eat?

Subheading

Koalas are marsupials found in Australia.

Factual language

A drawing of a koala with arrows and labels

Diagram or label

Koalas live in eucalyptus trees.

Name:

Date:

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Activity 2: Fact or Opinion?

Read the sentences. Write F if it is a fact or O if it is an opinion.

OPINIONS

FACTS

1. Spiders have eight legs. _____

2. Dogs are the best pets in the world. _____

3. The Sun is a star. _____

4. Chocolate tastes better than carrots. _____

Activity 3: Report Detective!

Read this short paragraph and answer the questions:

"Kangaroos are marsupials that live in Australia. They have strong back legs for jumping.

Kangaroos eat grasses and plants. A baby kangaroo is called a joey."

1. What is the title of this report? _____

2. List two facts about kangaroos. _____

3. What kind of animal is a kangaroo? _____

4. What do kangaroos eat? _____

Name: _____

Date: _____

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Activity 4: Build Your Own Report

Choose an animal (or another topic like a planet, sport, or country) and fill in the sections below to plan your information report:

Title: _____

Introduction (What is it? Where is it found?): _____

Subheading 1 - Appearance: _____

Subheading 2 - Habitat: _____

Subheading 3 - Diet or Interesting Facts: _____

Conclusion (Interesting summary or final fact): _____

Name: _____

Date: _____

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Activity 5: Information report

Rewrite your report from the information above, by combining your sentences into paragraphs without using headings. Make sure the information flows smoothly from one idea to the next.

Name: _____

Date: _____

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Handwriting practice lines for Year 3. Each row consists of a solid top line, a dashed middle line, and a solid bottom line. There are 10 such rows available for writing practice.

Name: _____

Date: _____

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Draw and Label

Draw your chosen topic and label at least 3 parts (e.g., body parts of an animal, features of a planet, etc.)

Name: _____

Date: _____

ANSWERS

Name: _____


Date: _____

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ANSWERS

Activity One - Activity 1: Know the Features!

Feature	Example
Present tense	 What Do Koalas Eat?
Subheading	Koalas are marsupials found in Australia.
Factual language	A drawing of a koala with arrows and labels
Diagram or label	Koalas live in eucalyptus trees.

Activity Two - Fact or Opinion?

1. Spiders have eight legs. - ☒ F (Fact)
2. Dogs are the best pets in the world. - ☒ O (Opinion)
3. The Sun is a star. - ☒ F (Fact)
4. Chocolate tastes better than carrots. - ☒ O (Opinion)

Name: _____

Date: _____

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ANSWERS

Activity Three - Report Detective!

1. What is the title of this report?

☒ Kangaroos

2. List two facts about kangaroos.

☒ They have strong back legs for jumping.

☒ A baby kangaroo is called a joey.

3. What kind of animal is a kangaroo?

☒ A marsupial.

4. What do kangaroos eat?

☒ Grasses and plants.

Name: _____

Date: _____

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ANSWERS

Activity 4: Build Your Own Report:

Title: The Koala

Introduction (What is it? Where is it found?):

The koala is a marsupial that lives in Australia. It is found in eucalyptus forests along the east coast.

Subheading 1 - Appearance:

Koalas have thick, grey fur, a large black nose, and big fluffy ears. They have strong claws for climbing trees.

Subheading 2 - Habitat:

Koalas live in eucalyptus trees. They spend most of their time high up in the branches where they feel safe.

Subheading 3 - Diet or Interesting Facts:

Koalas eat only eucalyptus leaves. They sleep up to 18 hours a day to save energy.

Conclusion (Interesting summary or final fact):

Koalas are one of Australia's most famous animals, and they are loved by people all over the world.



Name:

Date:

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ANSWERS

Activity 5: Information report



The Koala

The koala is a marsupial that lives in Australia. It is mostly found in eucalyptus forests along the east coast of the country.

Koalas have thick, grey fur, a large black nose, and big fluffy ears. They also have strong claws that help them climb trees. These animals spend most of their time high up in eucalyptus trees where they feel safe and comfortable.

Koalas eat only eucalyptus leaves and get most of their water from the leaves. They sleep up to 18 hours a day to save energy. Koalas are one of Australia's most famous animals and are loved by people all over the world.

Name: _____

Date: _____