

WRITING FRAMEWORKS

PROCEDURE

A procedure gives instructions on how to make or do something.

Use present tense

Can include a drawing or photo of the finished product.

Aim / Goal 

Materials/Ingredients

Dot point list of what you need including how many or how much.

•
•
•
•
•
•

Numbered steps in order giving detailed directions the reader can follow.

Use words to show time order eg. then, for 20 minutes, after, now, next, finally.

Use action verbs eg. mix, cut, turn, fill, lay, stick, add, cover, cut, hold, twist.

1.
2.
3.
4.
5.
6.