

English

Procedures



For Junior Primary

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Title: **Procedures** For Junior Primary
Published by **Ready-Ed Publications** © 2019
Taken from: Easy Text Types (Book 6)
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Procedure 1:

How to Grow Seeds

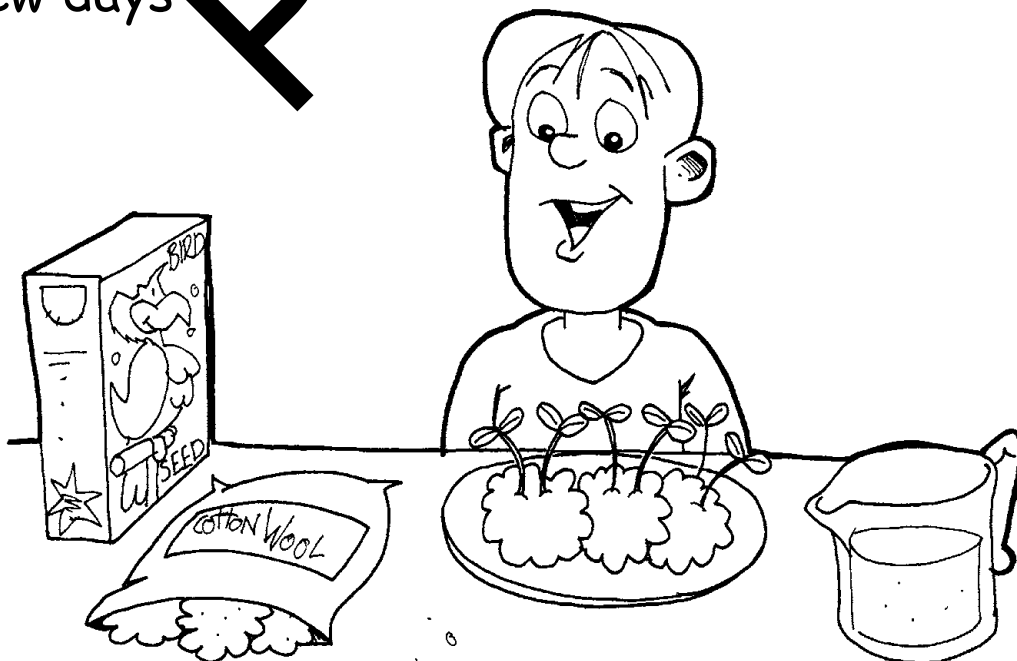
Read this procedure.

What you need:

- a saucer
- bird seed
- cotton wool
- water in a small jug

How to do it:

1. Place cotton wool on a saucer
2. Water the cotton wool so that it is damp
3. Sprinkle bird seed on top of the damp cotton wool
4. Move the saucer to a warm, sunny area
5. Check it every day
6. Add more water so that the cotton wool is damp
7. Watch the little green shoots come up after a few days



How to Grow Seeds 1



A procedure has three parts:
purpose (title), materials (what you
need) and steps (how to do it).

Read How to Grow Seeds and answer the questions.

1. What are the instructions for?

2. What things do you need?

- ---
- ---

3. What steps do you need to take?

4. How will you know if you have grown the seeds?

How to Grow Seeds 2



Find some of the words that help you to follow the steps to grow seeds.

1. Find four nouns.

- _____
- _____
- _____
- _____

3. Find the words that tell you 'where' or 'when'.

- on a _____
- on top of _____
- to a _____
- after _____

2. Find six verbs.

- _____
- _____
- _____
- _____
- _____
- _____

4. Draw what you will see after a few days.

How to Grow Seeds 3

Read Procedure 1: How to Grow Seeds and complete the activities below.

1 Find the missing words.

This is what you need to grow seeds:

- a s _____ cotton w _____
 bird s _____ water in a small j _____

2 Use the correct words below to complete the sentences.

place add sprinkle watch move check water:

- a. _____ cotton wool on a saucer.
 b. _____ the cotton wool so that it is damp.
 c. _____ bird seed on top of the damp cotton wool.
 d. _____ the saucer to a warm, sunny area.
 e. _____ it every day.
 f. _____ more water so that the cotton wool is damp.
 g. _____ the little green shoots come up after a few days.

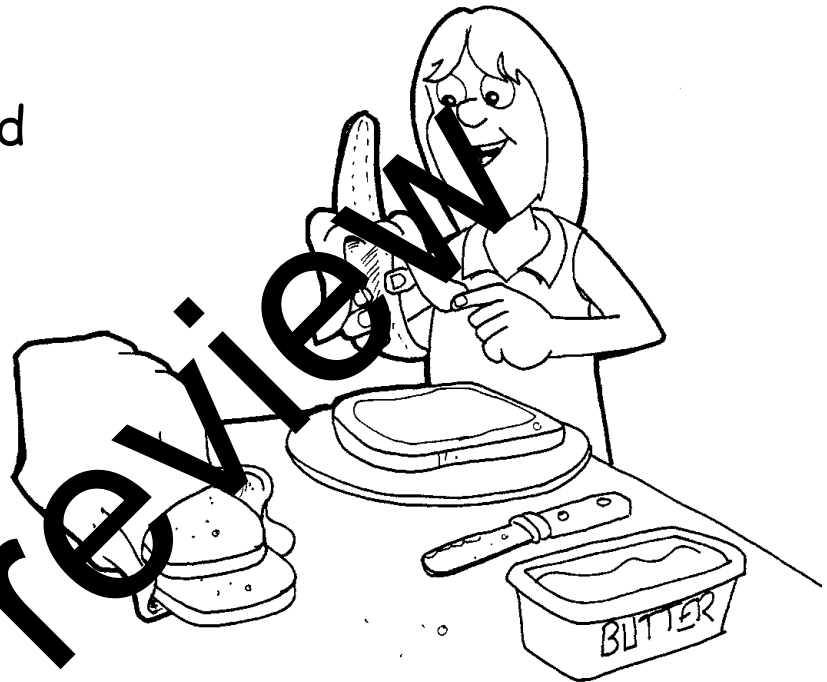
Procedure 2:

How to Make a Banana Sandwich

Do you like bananas? _____
Follow these steps to make a
yummy banana sandwich.

What you need:

- a packet of bread
- a plate
- a knife
- some butter
- a banana



How to do it:

1. Open the packet of bread
2. Take two pieces of bread out of the packet
3. Place two pieces of bread on the plate
4. Butter the two pieces of bread
5. Cut the banana into slices
6. Add the banana to one piece of bread
7. Put the second piece of bread on top

How to Make a Banana Sandwich 1

Read How to Make a Banana Sandwich and answer the questions.

1. What are the instructions for?

2. What things do you need? • _____

• _____ ; _____

• _____ ; _____

3. How do you make it?

a. _____

b. _____

c. _____

d. _____

e. _____

f. _____

g. _____

I think my banana sandwich will taste

_____.

I also like _____ sandwiches.

How to Make a Banana Sandwich 2

Find some of the words that helped you to follow the steps to make a banana sandwich.

1. Find four nouns.

- _____
- _____
- _____
- _____

3. Find groups of words that help you follow the instructions.

packet of _____
pieces of _____
out of _____
of the _____
into _____
to one _____

2. Find six verbs.

- _____
- _____
- _____
- _____
- _____
- _____

4. Write some words that you might use to describe a banana sandwich.

- _____
- _____
- _____
- _____

Write Your Own Procedure

Plan your procedure on a separate piece of paper.

Title

Your title should tell the reader what the instructions are for. It should say it clearly so that the person reading it knows exactly what they will be doing.

The Materials

This part tells the reader exactly what items are needed to complete the task. It's really important that you make sure you don't leave anything out.

The Steps

This part of the procedure tells the reader what to do to complete the task. The steps must be easy to read and in the correct order.

Check Your Procedure

When you have finished the draft of your procedure write your final copy and use the list on page 43 to help you check it.

Include a picture with your procedure.

Check Your Procedure

Give yourself a if you answer yes when checking your procedure.

Title

- The first part tells the reader what the instructions are for

Materials

- The second part tells the reader what he/she needs to complete the task

The Steps

- The third part tells the reader how to do the task
- The steps are clear
- The steps are easy to follow
- The steps are in the right order
- I used the right words in the procedure
- I checked the steps for errors
- My procedure works

Answers

Page 4

1. How to grow seeds
2. a saucer, cotton wool, bird seed, water in a small jug
3. Place cotton wool on a saucer
Water the cotton wool so that it is damp
Sprinkle bird seed on top of the damp cotton wool
Move the saucer to a warm, sunny area
Check it every day
Add more water so that the cotton wool is damp
4. The little green shoots will come up after a few days

Page 5

3. **on a saucer, on top of** the damp cotton wool, **to a warm sunny area, after** a few days.

Page 6

1. saucer wool seed jug
2. a)place b)water c)sprinkle
d)move e)check f)add g)watch

Page 8

1. How to make a banana sandwich
2. a)a packet of bread b) a plate c) a knife d) a packet of butter e) a banana
3. a) Open the packet of bread
b) Take two pieces of bread out of the packet
c) Place two pieces of bread on the plate
d) Butter the two pieces of bread
e) Cut the banana into slices
f) Add the banana to one piece of bread
g) Put the second piece of bread on top

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3. **packet of** bread, **pieces of** bread, **out of** the packet, **on the** plate, **into** slices, **to one** piece.