

Vocabulary

Booster 2: Instructional words

Key learning

Writers use instructional words in their texts to tell people what to do.

Verbs are the most important words in an instructional text as they are action words and make it clear what the instructions are, i.e. what you should or should not do. For example:

You **must not smoke** or **use** electronic cigarettes in this area.

The instructions are clear from the verbs: you **must not smoke** or **use**.

Worked example:

Underline the verbs in the following instructions:

Remove all of the parts from the packaging. Inform us immediately if anything is missing.

Answer:

Remove all of the parts from the packaging. Inform us immediately if anything is missing.

You can see that the underlined words are verbs because they are actions, and you can tell that they are instructions because they tell you clearly what to do: 'remove', then 'inform' if you need to.

Your turn:

Now underline the instructional verbs in the following sentences.

1. Mix the flour, eggs and sugar together.
2. Detach the slip and make sure you complete it fully. Place the completed slip into Envelope A and seal.
3. Check your mirrors and signal to let other users of the road know what you intend to do.