

	Title shows what the text is about. Often uses "How..." or "Why..."		Technical vocabulary specific to the topic.
	Opening paragraph introduces the process.		Diagrams/illustrations with labels.
	Chronological order with time conjunctions .		Cause and effect conjunctions explain how one event leads to the next.
	Stages of the process clearly broken down.		Final paragraph (conclusion) links back to the opening.
	Present tense (unless it's a historical explanation).		Passive voice is often used. (e.g. something is done)
	Impersonal tone .		