

*Smart, Creative and Entrepreneurial*



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# PARAGRAPH WRITING

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12<sup>th</sup> Meeting

## Writing a Report and a Review



# LEARNING OBJECTIVES

- After completing this course, students are expected to be able to outline and compose a review and a report

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# Report

- **Essentially, a report is a short, sharp, concise document which is written for a particular purpose and audience.**
- It generally sets out and analyses a situation or problem, often making recommendations for future action.
- It is a factual paper and needs to be clear and well-structured.
- **Language Feature of Report Text**
  - Introducing group or general aspect
  - Using conditional logical connection; when, so, etc
  - Using simple present tense

## Reports may contain some or all the following elements:

- **A description** of a sequence of events or a situation;
- **Some interpretation** of the significance of these events or situation, whether solely your own analysis or informed by the views of others;
- **An evaluation** of the facts or the results of your research;
- **Discussion** of the likely outcomes of future courses of action;
- **Your recommendations** as to a course of action; and
- **Conclusions.**

## **Example of Report Text**

Camel is a large and strong animal which is commonly seen in desert. There are two kinds of camel; Arabian camel and Bactrian camel. The first kind of camel has one hump and the second has two humps.

Camel are able to travel in great distances across hot and dry deserts with little food or water. They walk easily on soft sand the desert.

Camels are trained as means of transportation by carrying people and loads on their backs. They also serve the people of the desert in many other ways.

# Review

- Review text is an evaluation of a publication, such as a movie, video game, musical composition, book; a piece of hardware like a car, home appliance, or computer; or an event or performance, such as a live music concert, a play, musical theatre show or dance show.
- **Purpose of Review Text**  
Review text is used to critic the events or art works for the reader or listener, such as movies, shows, book, and others.

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○ **Generic Structure of Review Text**

# **Orientation** : Background information of the text.

# **Evaluations** : Concluding statement : judgement, opinion, or recommendation. It can consist of more than one.

# **Interpretative Recount** : Summary of an art works including character and plot.

# **Evaluative Summation** : The last opinion consisting the appraisal, or the punch line of the art works being criticized.

- **The Characteristics / Language Feature of Review Text:**
  - Focus on specific participants
  - Using adjectives
  - Using long and complex clauses
  - Using metaphor style Review Text Simple

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## Review Text – “Baby” Justin Bieber

- “BABY” represents more of the same from Justin Bieber. It’s a squeaky-clean song that finds the singer once again pouring his heart out to a girl he likes. Though his crush breaks his heart in the end. “If it isn't broke, don't fix it” seems to be Justin Bieber’s motto, since most of his songs — including “Baby” — sound very similar. Here, Bieber falls back on the heavy synth-presence and formulaic pop beats that characterize his entire last album. Though his vocals and I-want-to-be-sweet-to-you approach are still somewhat endearing, the pattern is starting to wear thin. The most interesting part of the song is the Ludacris verse.
- Did you know Justin says “Baby” exactly 55 times in the song. The lyrics aren’t the cleverest we’ve ever heard, we've heard worse, but it just repeats “Bay-be, bay-be, bay-be ohm” Not the best hit in my standers, but some like it, and that's perfectly fine.



○ **THANK YOU!**

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