

# Form: articles and reviews

In Paper 2: Section B – Writing, you may be asked to write a newspaper or magazine article, or a review. You need to use the key features of the form you are being asked to write in.

## Articles

Headline – gives enough information to engage the reader and may use a pun, alliteration, repetition, rhetorical question, etc.

Sub-heading – gives more information, drawing the reader in.

Quotations from experts make the article seem factual and reliable. Note how speech punctuation is used correctly.

### The truth about lying: it's the hands that betray you, not the eyes

By analysing videos of liars, the team found there was no link to their eye movements

ADAM SHERWIN

It is often claimed that even the most stone-faced liar will be betrayed by an unwitting eye movement. But new research suggests that 'lying eyes', which no fibber can avoid revealing, are actually a myth. It is actually verbal hesitations and excessive hand gestures that are a better guide.

Prof Wiseman, a psychologist from the University of Hertfordshire, said: 'The results of the first study revealed no relationship between lying and eye movements...'

In the exam you don't need to write the headline in bold block writing or write in columns. Your normal handwriting will do.

Short opening sentence – this introduces the subject and summarises the key points.

Later sentences add more detail.

See page 88 for more about punctuation

## Reviews

Title of review – usually catchy to engage the reader and indicate the reviewer's opinion.

Rating – gives a view on how good the film or event is.

Engaging opening paragraph – often uses figurative language to give the reader a taste of what the film or event is like.

### Transformers: Age of Extinction, review: 'spectacular junk'

Much like his shape-shifting robot stars, Michael Bay's pulverising Transformers sequel is cinematic treasure disguised as trash, says Robbie Collin.

★★★★★

In Hollywood last week, the skies darkened, the streams ran bitter and a green haze rose from the soil. Strange creatures slunk from the woods, their laughter borne on a foul-smelling wind, and danced horribly while the moon was gibbous.

The new Transformers film, which contains robots that turn into dinosaurs and a weapon that makes people explode, freeze and burst into flames all at the same time, begins with something that is – and there is no other word for it – clever...

Sub-heading – gives more details of the reviewer's opinion.

Further paragraphs add detail and begin to explain the reviewer's opinion.

Note that this structure and organisation is suitable for any type of review. This is for a film, but in the exam you could be asked to review a different kind of consumer item, such as an event, a place or a product.

### Now try this

Look at the article and the review on this page. List three differences in the features of these two forms.

# Form: letters and reports

In Paper 2: Section B – Writing, you may also be asked to write a letter or a report.

## Letters

Your address and the date go in the top right-hand corner.

The person you are writing to and their address go on the left, lower down.

Use 'Dear Sir/Madam' if you don't know the name of the person.

Use a subject line to draw the reader's immediate attention to your topic – keep the language formal.

Use Yours faithfully if you have used 'Dear Sir/Madam'. If you have used the person's name, end with Yours sincerely.

### Getting it right

In the exam, the most important thing is the quality of your writing. Indicate that it is a letter you are writing – for example, by using 'Dear ...' at the start – but make sure your focus is on the tone and content of your writing. You do not need to add addresses in the exam.

57 Woodford Road  
Nottingham NG8 4PQ

15 February 2016

The Editor  
Nottingham News  
17 High Street  
Nottingham  
NG2 4XY

Dear Sir/Madam

**Dog fouling on pavements**

It has come to my attention...

and hope that you will take this into account.

Yours faithfully

Jane Smith

## Reports

Title – formal and factual.

Introduction – two or three sentences giving the main facts about the topic.

Current situation – says what is happening now.

Recommendation – gives an idea about what should change.

Conclusion – summarises what advantages the proposed change will bring.

Reports are information texts and should be formal and factual, but you will probably need to give your opinions as part of the recommendations you make.

See page 51 for more about informative writing

### Now try this

Look at the letter and report on this page. Which form would be most suitable for the following tasks?

- 1 An application to join the Royal Air Force.
- 2 A proposal to install new fitness equipment in the school gym.
- 3 A thank you note to your elderly grandparents for the present they sent for your recent birthday.

## School Marathon Events

Most major cities across the world hold marathon events. These events collect thousands of pounds in sponsorship for charities, from the large, well-known national organisations to small, local ones that are personal to the runners.

Our school currently takes part in national events such as Comic Relief and Children in Need. Such events provide the school with an engaging vehicle for teaching a variety of subjects in a way that engages students of all ages. Last year...

However, whilst they are well supported within the school they do not involve the wider community. A school marathon would create an ideal opportunity to reach out...

So a school marathon event would combine two factors that are essential to a well-rounded education: physical activity and the promotion of empathy.