





Features	Think about!	Example	My examples
When	Tell the reader when you are writing from	Wednesday 5 th March 1996	
5 W's  Overview paragraph	<ul style="list-style-type: none"> • What you have been doing. • Who was involved — definitely you, but you can include other people in passing. • Where it happened. • Why it happened. • How you felt about the events. Answer two or more of the questions in one sentence.	Dear diary, Today I have... with..... at..... I felt...	
 Event 1	Tell the reader the first thing that happened. Tell the reader how you felt.	First I... After that... I felt...	
Event 2 	Tell the reader the next thing that happened. Tell the reader how you felt.	Later that day... It was so...	
Round up  Concluding paragraph	<ul style="list-style-type: none"> • Tell the reader what was the best part of the day. 	My favourite part of the day was when... I am going to..... tomorrow.	