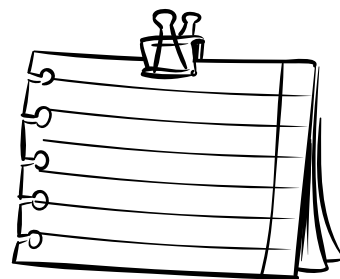


# Task: Written Communication

**Brainstorm as many different types of written communication as possible.**



Types of written communication

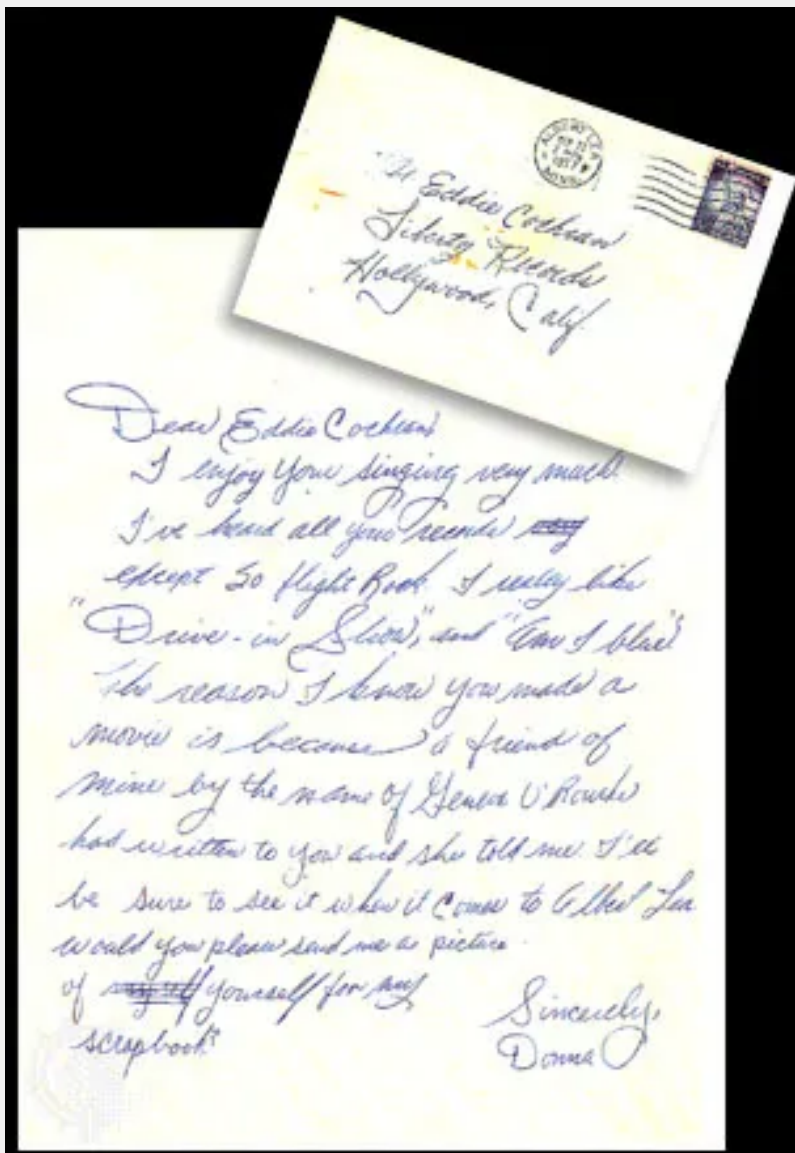
How did people communicate using writing 50, 100 or 500 years ago? How are these methods different to today?

What impact have education and new technologies had on written methods of communication?

# Task: Written Communication

Examine the different pieces of writing and identify the audience, purpose, author and the message.

## Sample 1



Who wrote it? (Who was the author?)

Who did they write it for? (Who were the intended audience?)

Why did they write it? (What was their purpose?)

What does it say, and how? (What is its message, and how is that message expressed?)

Encyclopædia Britannica. (n.d.). letter writing. [image]. Britannica School. Retrieved June 1, 2022, from <https://school.eb.com.au/levels/middle/assembly/view/169366>

# Task: Written Communication

Examine the different pieces of writing and identify the audience, purpose, author and the message.

## Sample 2

The screenshot shows the front page of The Guardian newspaper. At the top, it says "Newspaper of the year | Last updated less than one minute ago". The search bar contains "Your search terms...". The weather for New York is 44°F. The main navigation bar includes links for News, US, World, Sports, Comment, Culture, Business, Environment, Science, Travel, Tech, Media, Life & style, Apps, and Data. Below this, there are links for Elections 2012, UK, Iran, Eurozone, Afghanistan, Iraq, Phone hacking, Israel, Development, and Soccer. A breaking news banner reads: "Breaking news: Woman's quest to be Yell Leader ends - AP".

The main headline is "James Murdoch resigns as executive chairman of News International", accompanied by a photo of James Murdoch. The sub-headline reads: "Murdoch to step down from News Corp's UK publishing unit to focus on 'important pay-TV businesses and broader international operations'". Below this are two bullet points: "News Corp shareholders to step up bid to oust James Murdoch" and "News of the World 'may have paid £850,000' to Glenn Mulcaire".

Other sections include "On the Guardian today" with a feature on Davy Jones, "Republican primaries – live Q&A" with Ana Marie Cox, "England v Holland – live!" with a photo of Stuart Pearce, and "Giant Jurassic flea fossils unearthed". There are also smaller articles on "US: N Korea suspends nuclear work", "Elizabeth Olsen Oldboy lead?", and "Spanish reporter escapes from Homs".

On the right side, there is a "Subscribe" section for Guardian Weekly and a "Contact us" section with links for Guardian in America, Contact the Guardian, Guardian readers' editor, On this site, A-Z, Cartoons, Community, Corrections, and Crosswords.

Encyclopædia Britannica. (n.d.). "Guardian, The"; journalism. [image]. Britannica School. Retrieved June 1, 2022, from <https://school.eb.com.au/levels/middle/assembly/view/163323>

Who wrote it? (Who was the author?)

Why did they write it? (What was their purpose?)

Who did they write it for? (Who were the intended audience?)

What does it say, and how? (What is its message, and how is that message expressed?)

# Task: Written Communication

Examine the different pieces of writing and identify the audience, purpose, author and the message.

## Sample 3



Encyclopædia Britannica. (n.d.). Australia: Stolen Generations. [image]. Britannica School. Retrieved June 1, 2022, from <https://school.eb.com.au/levels/middle/assembly/view/227525>

Who wrote it? (Who was the author?)

Why did they write it? (What was their purpose?)

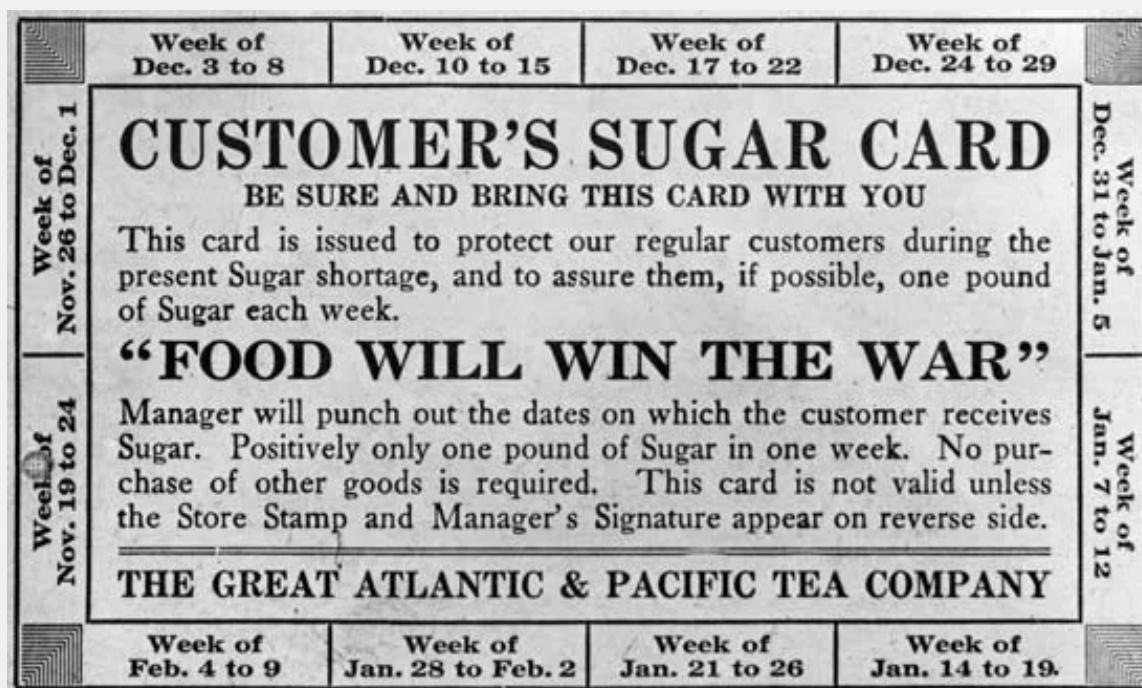
Who did they write it for? (Who were the intended audience?)

What does it say, and how? (What is its message, and how is that message expressed?)

# Task: Written Communication

Examine the different pieces of writing and identify the audience, purpose, author and the message.

## Sample 4



Encyclopædia Britannica. (n.d.). sugar ration card . [image]. Britannica School. Retrieved June 1, 2022, from <https://school.eb.com.au/levels/middle/assembly/view/228850>

Who wrote it? (Who was the author?)

Why did they write it? (What was their purpose?)

Who did they write it for? (Who were the intended audience?)

What does it say, and how? (What is its message, and how is that message expressed?)



# Task: Written Communication

Examine the different pieces of writing and identify the audience, purpose, author and the message.

## Sample 5



Encyclopædia Britannica. (n.d.). Batman: The Movie . [image]. Britannica School. Retrieved June 1, 2022, from <https://school.eb.com.au/levels/middle/assembly/view/235230>

Who wrote it? (Who was the author?)

Why did they write it? (What was their purpose?)

Who did they write it for? (Who were the intended audience?)

What does it say, and how? (What is its message, and how is that message expressed?)

# Task: Written Communication

Examine the different pieces of writing and identify the audience, purpose, author and the message.

## Sample 6



Encyclopædia Britannica. (n.d.). Malaysia Airlines flight 370 . [image]. Britannica School. Retrieved June 1, 2022, from <https://school.eb.com.au/levels/middle/assembly/view/195980>

Who wrote it? (Who was the author?)

Why did they write it? (What was their purpose?)

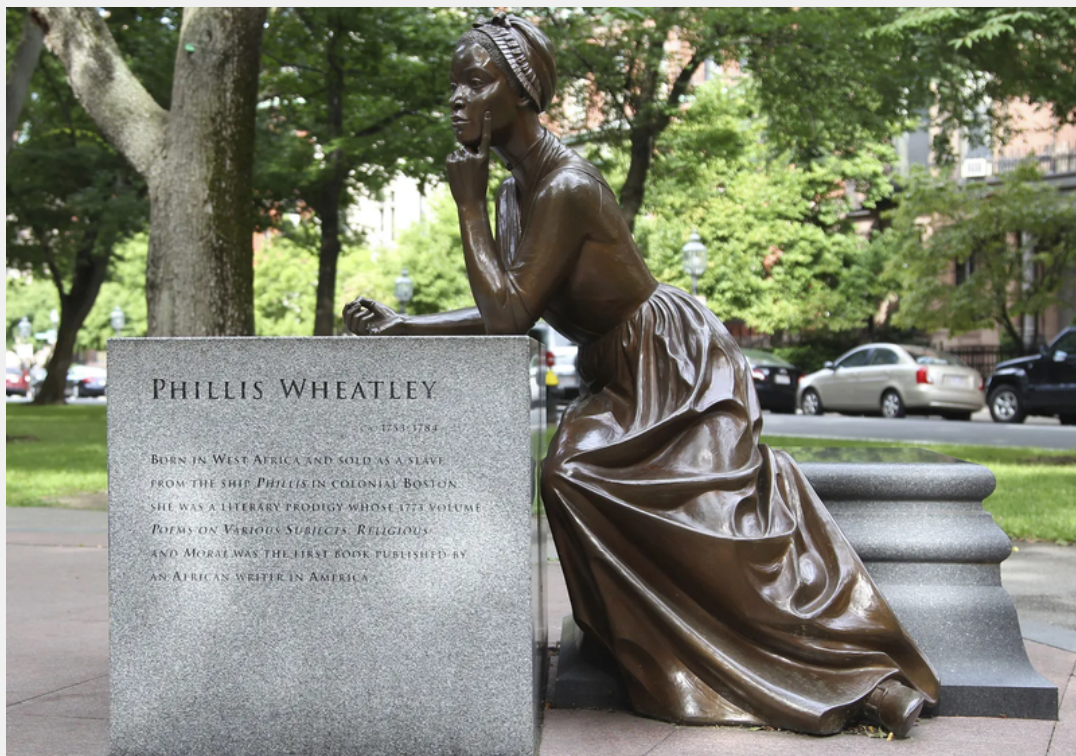
Who did they write it for? (Who were the intended audience?)

What does it say, and how? (What is its message, and how is that message expressed?)

# Task: Written Communication

Examine the different pieces of writing and identify the audience, purpose, author and the message.

## Sample 7



Encyclopædia Britannica. (n.d.). Wheatley statue. [image]. Britannica School. Retrieved August 5, 2022, from <https://school.eb.com.au/levels/middle/assembly/view/220378>

Who wrote it? (Who was the author?)

Why did they write it? (What was their purpose?)

Who did they write it for? (Who were the intended audience?)

What does it say, and how? (What is its message, and how is that message expressed?)