Notice Navigator

Notice how labels and lists guide readers.

2.P.AC.2.d "Organize texts by incorporating specific formats, structures, patterns, and features to influence the audience, facilitate accessibility, and support the text's purpose. (I/C)"

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Circle each all-capital label and box the numbered list. Underline one detail in each section that helps a garden helper know what to do.

Garden Day Notice

1. WHEN: On May 10, from 9:00 to 11:00. Meet by the playground gate. Families can help plant beans, pull weeds, and water new flowers. The time and meeting place help everyone arrive ready.
2. WHAT TO BRING: Wear closed-toe shoes and a hat. Bring a water bottle. Garden gloves are helpful, but the school has some to share. This list lets helpers quickly check what they need before they leave home.
3. HOW TO HELP: 1. Choose a small job from the garden leader. 2. Work carefully with your family or partner. 3. Put tools back in the bin before leaving. The numbered steps show helpers what to do in order, so the work stays safe and neat.

2 ANSWER WITH EVIDENCE

Use the passage

1. Which label helps readers quickly find out what supplies they may need?

2. Why does the writer use numbered steps in the HOW TO HELP section?

3. How do the time and meeting place help the notice do its job?

3 YOUR TURN

Your own words

Make a notice for a classroom book swap. Add a title, at least two labels, and a numbered list with two steps. Include details that tell classmates when to come, what to bring, and what to do.

ANSWER KEY

Notice Navigator

PART 1 · READ AND MARK

Circle each all-capital label and box the numbered list. Underline one detail in each section that helps a garden helper know what to do. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	Which label helps readers quickly find out what supplies they may need?	**WHAT TO BRING.**
2	Why does the writer use numbered steps in the HOW TO HELP section?	**The steps show helpers what to do in order.**
3	How do the time and meeting place help the notice do its job?	**They help everyone arrive ready.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

CLASSROOM BOOK SWAP WHEN: Friday, April 18, at 2:00. Meet at the reading rug. BRING: Bring one clean book you have finished. HOW TO SWAP 1. Put your book on the table. 2. Choose one new book to take home.

Accept labels, lists, and details that clearly help classmates find information and follow the notice. The student response should include a title, at least two labels, and two numbered steps.