Bee Report Plan

Notice how a speaker uses facts, details, and pacing.

3SL4 "Report on a topic or text, tell a story, or recount an experience with appropriate facts and relevant, descriptive details, speaking clearly at an understandable pace."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline four facts a listener should learn. Circle the two places where the speaker tells how they will make the report easy to follow.

A Report About Honeybees

1. Today I will report on honeybees and the work they do. Honeybees visit flowers to collect nectar and pollen. Nectar is a sweet liquid that bees use to make honey. Pollen sticks to a bee's fuzzy body. As a bee moves from flower to flower, some pollen can help plants make seeds and fruit too.

2. First, I will explain where honeybees live. Many honeybees live together in a hive. Inside, worker bees clean the hive, feed young bees, and gather food. One worker may visit many flowers during a trip. I would pause here, before I continue my report, so listeners can picture the busy hive and understand each job clearly.

3. Next, I will describe how bees share information. A worker bee can perform a waggle dance inside the hive. The dance tells other workers about a food source. The direction and length of the dance give clues about where to fly. I will speak slowly when I say those details, so my audience can follow them.

2 ANSWER WITH EVIDENCE

Use the passage

1. What topic does the speaker name at the start of the report?

2. Write one fact the speaker uses to explain how honeybees help plants.

3. Which two details help a listener picture life inside a hive?

4. What two speaking choices does the speaker plan, and why?

3 YOUR TURN

Your own words

Write a five-sentence mini report about an animal, place, or activity you know. Name your topic, include at least three true facts or clear details, use First or Next, and mark one spot with [pause] or [slowly] to show how you will help listeners follow. Then deliver your report aloud to a partner. Use your pause or slower pace so the listener can follow. Ask the listener to name your topic and one detail and tell whether your words and pace were clear. Repeat an unclear part. Teacher help is welcome.

ANSWER KEY

Bee Report Plan

GRADE 3 · 3SL4

PART 1 · READ AND MARK

Underline four facts a listener should learn. Circle the two places where the speaker tells how they will make the report easy to follow. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	What topic does the speaker name at the start of the report?	**Honeybees and the work they do.**
2	Write one fact the speaker uses to explain how honeybees help plants.	**As a bee moves from flower to flower, pollen can help plants make seeds and fruit.**
3	Which two details help a listener picture life inside a hive?	**Worker bees clean the hive, feed young bees, and gather food. Many honeybees live together in a hive.**
4	What two speaking choices does the speaker plan, and why?	**The speaker plans to pause so listeners can picture the hive and understand each job, and to speak slowly so the audience can follow the details about the waggle dance.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Today I will report on red foxes. Red foxes have thick fur and bushy tails. First, they use their sharp ears to listen for small animals. [pause] They can live in forests, grasslands, and some cities. Next, I will say this slowly: a fox's tail helps it balance when it runs.

Accept accurate paraphrases for the passage questions. For the mini report, look for five sentences, a clear topic, three relevant facts or details, an organizing word, and a marked pacing choice. Observe actual delivery with clear words and an understandable pace; ask the listener to report a detail actually heard. Written pacing marks alone do not show speaking. Adult support and rehearsal are welcome; the five-sentence target applies to the prepared report.