Build a Clear Report

Notice how a speaker uses facts and details to build a clear report.

3.C.2.A.i "Report orally on a topic or text, tell a story, or recount an experience in an organized manner. This includes: Using descriptive details and appropriate facts to support themes or central ideas."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline the sentence that states the report's main idea. Circle three facts or descriptive details that support it, and write 1, 2, and 3 beside the paragraphs to show the report's order.

A Report on Beavers

1. Today I am reporting on beavers, animals that shape the places where they live. A beaver has thick brown fur, webbed back feet, and a wide, flat tail. It uses strong front teeth to cut small trees and branches. These body parts help the beaver swim, carry wood, and build a safe home near water.

2. First, a beaver gathers sticks, mud, and stones near a stream. It piles the materials into a dam, which slows the moving water. Behind the dam, a pond can form. The beaver may build a lodge in the pond. Its underwater entrance helps protect it from animals that might try to enter the dry lodge.

3. Finally, beavers do more than make homes for themselves. Their dams can create ponds where fish, frogs, ducks, and insects find food or shelter. The ponds can also hold water after rain. By building carefully with natural materials, beavers change a flowing stream into a habitat that can help many living things, including nearby animals, survive.

2 ANSWER WITH EVIDENCE

Use the passage

1. What is the main idea of this report?

2. How does the speaker organize the report from beginning to end?

3. Which two details from paragraph 1 help you picture a beaver? Write them.

4. How does the detail about the dam support the report's main idea?

3 YOUR TURN

Your own words

Choose an animal, place, or experience you know well. Plan a beginning that states your central idea, a middle with at least three accurate facts or descriptive details, and an ending that explains why the topic matters. Practice, then give your organized one-minute report aloud to a partner, small group, or adult.

ANSWER KEY

Build a Clear Report

GRADE 3 · 3.C.2.A.i

PART 1 · READ AND MARK

Underline the sentence that states the report's main idea. Circle three facts or descriptive details that support it, and write 1, 2, and 3 beside the paragraphs to show the report's order. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	What is the main idea of this report?	**Beavers shape the places where they live.**
2	How does the speaker organize the report from beginning to end?	**The speaker first describes a beaver's body parts, then explains how it builds a dam and lodge, and finally tells how its work helps other living things.**
3	Which two details from paragraph 1 help you picture a beaver? Write them.	**Any two: thick brown fur, webbed back feet, a wide, flat tail, or strong front teeth.**
4	How does the detail about the dam support the report's main idea?	**The dam slows moving water and can form a pond, showing that beavers change the places where they live.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Today I am reporting on sea otters, animals that help keep kelp forests healthy. Sea otters have thick fur that traps air and helps keep them warm in cold ocean water. They float on their backs and use rocks to crack open hard shells, such as sea urchins. When resting, they may wrap themselves in long, brown kelp so currents do not carry them away. Sea urchins eat kelp, so otters that eat urchins can keep too much kelp from being eaten. Sea otters matter because healthy kelp forests give many ocean animals places to find food and hide.

Accept equivalent main ideas and supporting facts that are clearly based on the passage. For Your Turn, listen for a clear beginning, middle, and ending, at least three accurate supporting details, and an oral delivery to the named audience.