

Name \_\_\_\_\_

Clear directions can simplify a task that might otherwise seem daunting.  
Confusing directions can make a simple task seem impossible.

**DIRECTIONS:** Choose one of the tasks below and practice writing detailed directions. Explain step-by-step how to do the task. Do not skip any steps, even if you think they are obvious. If any special tools or equipment or needed, be sure to let your reader know.

- How to prepare your favorite food
- How to build something you know how to make
- How to get from one place to another

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Read your directions. Are they perfectly clear? If you forgot any steps, jot them down here. Draw arrows to show where in your directions they should go. Then write your final paragraph on a separate sheet of paper.

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