Analysing Non-Fictional Texts

① Take notes on the text's structure, and language. Follow the guiding questions on the left.

Text Structure

- What is the purpose of each paragraph? (e.g. inform, explain, convince)

Inform:

- What does the author inform about?
- Why does he do this at that point in the text?

Explain:

- What does he explain?
- Why does it need explaining at that point in the text?

Convince:

- What argument(s) does he give?
- In what order?
- How is the balance between pro- and con-arguments?
- How does the order of arguments help in convincing the reader?

Language

Style and vocabulary:

- What is the overall tone (dark/light/optimistic/pessimistic/happy/angry/funny/ ironic...)
- Which words in the text support this tone?
- Is the language very formal, or rather informal?
- Where in the text can you see that (examples!)
- Is the style typical for the genre? (e.g. newspaper articles often tend to be more formal; blog entries are typically more informal)
- If the style is not typical for the genre, why does the author choose it what effect does it have on the reader?
- How do style and vocabulary support the author's main idea.

Rhetorical Devices:

- Are there any rhetorical devices that the author uses particularly often?
- What effect do they have on the reader in that context? (e.g. emphasise certain aspects/ evoke certain feelings/ create a certain tone/ etc.)
- Are there other single rhetorical devices that stand out?
- What effect to they have on the reader in that context?

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https://www.tutory.de/entdecken/dokument/analysing-non-fictional-texts

② Create a draft (with **key-words**!). The Structure template below can help you.

Analysis draft

I **Introduction**
genre, "title", author, date/year, main topic

II Short **summary** of the text
(If that hasn't been done before!)

III (- IV) **Structure**
Give 1-2 statements on the structure *that are important* for your task/ to support the author's intention.
For each statement, give an example and the effect on the reader.
Each statement has its own paragraph following the SEE-Structure (statement, example, effect).

IV/V (-VI) **Language**
Give 1-2 statements on language *that are important* for your task/ to support the author's intention.
For each statement, give an example and the effect on the reader.
Each statement has its own paragraph following the SEE-Structure (statement, example, effect).

V/VI/VII **Conclusion**
Sum up the main points of your analysis.

My draft

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③ Now you can start writing your analysis in text-form. Below are some phrases that can help you!

Don't forget to use appropriate connectors and conjuctions!

The article/ comment/ essay/ etc. "..." written by ... on January 3rd, 2020 / in (the year) 2020 and published on ...
The purpose of this text is to...
In this piece, the author explores...
The article/ comment/ essay/ etc. "..." written by ... on .../ in (the year) ..., published on ... discusses/ informs about/ explains/ argues that/ persuades ...

The structure of the text is designed to...
The author organizes the argument(s) by...
The author argues that...
The author supports this claim with evidence such as...
The author provides evidence in the form of...

The tone of the text is... because...
The author uses words like ... to create [tone, mood, imagery, etc.]
Through the use of [rhetorical device], the author emphasizes...

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