



Using a vertical chart

Plan for 'My first day at college'

Moya planned her writing by first making a note of different times of the day, starting with when she woke up. Then she used bulleted points to include additional details:

The main events

Waking up	<ul style="list-style-type: none"> • woke early after restless night • long time since interview, new challenge
Arriving early	<ul style="list-style-type: none"> • huge forbidding building • tried not to feel nervous
Morning	<ul style="list-style-type: none"> • a 'welcome' meeting - too much to take in • everyone seemed to know each other
Lunch	<ul style="list-style-type: none"> • sandwiches - a chance to relax • friendly people asking about my classes
My first class	<ul style="list-style-type: none"> • a literacy class - people very helpful • group activity helped me get to know everyone
The end of the day	<ul style="list-style-type: none"> • relieved and happy • made the right decision

My first day at college

I stayed in bed until seven o'clock. I was awake for half the night. My first day at college had arrived. Two months had passed since my interview and a lot had happened. I'd been on holiday, decorated the house and now I was ready for a new challenge.

Trying not to feel nervous, I arrived in good time. The building towered above rows of terraced houses and small shops. I pushed open the bright red door and went in. The receptionist took my name and soon a lady came and gave me a tour of the building.

We went to a 'welcome back' meeting, where everyone seemed to know each other and there was a lot of talking and laughing. I tried to concentrate but there was such a lot to take in.

I was relieved when lunchtime came and I could sit quietly in the common room and eat my sandwiches. Some people went out of their way to be friendly, asking me about my classes.

My first class was at one o'clock - literacy. The group activity helped me to get to know everybody and I soon began to feel at ease. I was a bit alarmed by the amount of paperwork to be filled in. But most people in the group seemed to know what it was for and didn't mind helping me. Later that evening I thought about the events of the day and I felt relieved and happy. Everyone had been so kind and friendly. I'd made the right decision and was going to enjoy being a literacy tutor!