

WRITING SKILLS – Writing a Report (“Erlebnisbericht”)

Textsorte	Report/Erlebnisbericht
Definition	In einem Bericht informiere ich über ein Erlebnis, <ul style="list-style-type: none">• das du ausführlich beschreibst,• damit sich der Leser ein genaues Bild von deinem Erlebnis machen kann.
Beispielaufgabe	<i>An event at my school I really enjoyed</i> <i>Write a report for the homepage of your partner school in England about an important event which recently took place at your school.</i>
Arbeitsschritte	<ol style="list-style-type: none">1. Plane deinen Erlebnisbericht.<ul style="list-style-type: none">• Überlege dir den Inhalt, die Zielgruppe und den Zweck deines Berichtes.• Notiere deine Ideen und Gedanken zum Thema.• Ordne deine Ideen und Gedanken. Füge (weitere) Details deinem Bericht hinzu.• Fertige eine Gliederung an.2. Schreibe deinen Erlebnisbericht.<ul style="list-style-type: none">• Nutze dazu deine Notizen und die vorbereitete Gliederung.3. Überarbeite deinen Bericht.<ul style="list-style-type: none">• Überprüfe den Aufbau deines Erlebnisberichtes.• Beachte:<ul style="list-style-type: none">- logischer Aufbau- in Abschnitte gegliedert- Satzbau- Satzverbindungswörter- richtige Zeitform- Ausschmückung z.B. durch Adjektive, Adverbien, Synonyme, Vergleiche, Superlative, ...- Korrekturgelesen

Sprachliche Unterstützung	Structure	sentence starters / examples
	Überschrift	An event at my school I really enjoyed Our last school trip
	Einleitung	In my report I want to write about ... This special event took place at/in ... (place) on ... (date). Me and ... took part in ...
	Hauptteil	<u>possible sentence starters</u> We met at/in ... (place) to ... (activity) First I/we ... (went/planned/ watched, etc.) Then (participants)... (walked/prepared/ etc.) Afterwards (participants) ... In the end/Finally (participants) ... (received certificates/ performed/etc.) The highlight of (event) was/were ... <u>linking words/phrases</u> As/Therefore/After/Furthermore/Besides/In addition/Apart from
	Schluss / abschließende Zusammenfassung	All in all, I can say that ... (event) was a/an ... (great/interesting/amazing) event at my school and I really enjoyed this event.

Our School Sport Festival

In the following report I want to write about our school sport festival which took place on the last day before the spring holidays on Friday, April 18th. All the students of our school had practiced hard in the weeks before to be well prepared for the competitions and the matches in the different tournaments. Our teachers were the coaches for the classes but sometimes the referees, too.

It started quite early in the morning at 7.30 when we all met outside in the school yard where we had an opening ceremony. All the classes got plans from the PE teachers which showed them when they had to be at the different stations for football, volleyball and a fitness test. The students were really excited when the PE teacher explained the rules again. Each class could receive points for a win in a match or even more points for becoming the school champion in football or volleyball, but there were also lots of points to receive for taking part in the fitness test successfully.

The matches started at 8am the fitness test a bit later after the morning break at 9.30am.

The highlights of the day were the final of the football tournament where the boy's team of 9c beat the team of 10a with two to one goals and the final of the volleyball tournament where the girl's team of the 9a won against the team of 8b with three to one sets.

For the victory ceremony we all met again in the school yard to see how the team captains of 9c and 9a got the cups and the certificates for the classes. Then after a moment of exciting silence the headmaster announced the winners' names of the fitness test and it was ... class 7c. They got tickets for a free entrance to our indoor swimming pool. All students cheered and shouted. Finally, our headmaster wished happy holidays to all the students and teachers.

All in all I can say it was a fantastic day with lots of fun and with exciting matches. Congratulations again to all the winning teams.