

# Research Reports Review

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## Understanding How to Draft a Report

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Answer the following questions based on what you learned about drafting research reports.

1. What are the three main parts of a research report?

- A. Introduction, Body, Conclusion
- B. Title, Introduction, Body
- C. Body, Conclusion, References

2. The \_\_\_\_ tells what the report is about.

3. Why is it important to organize our thoughts when writing?

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4. Match each part of the report with its description.

Introduction

Summarizes main points

Body

Includes important facts

Conclusion

Tells what the report is about

5. What should the body of the report include?

- A. Just the title
- B. The important facts
- C. Only the conclusion

6. The heart of the discerning gets \_\_\_\_.

7. What was the most fun part of researching for you?

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8. How can we make our writing clear and easy to understand?

- A. By using long sentences
- B. By organizing our thoughts
- C. By writing random facts

9. The conclusion \_\_\_\_ the main points of the report.

10. What did you learn that surprised you during your research?

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### Answer Key

1. Introduction, Body, Conclusion 2. introduction 3. It helps the reader understand the information clearly. 4. 2,0,1 5. The important facts 6. knowledge 7. I enjoyed finding new facts about animals. 8. By organizing our thoughts 9. summarizes 10. I learned that some animals can sleep for months.

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