

Examining Task, Audience, and Purpose Informational/Expository Writing

Consideration	Description	Observed
Task	How is this shared with the audience/ what media is used to present this text?	
Audience	Who is the audience (or who did the writer assume the audience would be)? How is the writer responsive to the needs of the audience?	
Purpose	What is the purpose? What does the audience need to know?	
What do you have in place? One Informational/Explanatory Writing Assignment:		
Task	How is this shared with the audience/ what media is used to present this text?	
Audience	Who is the audience (or who did the writer assume the audience would be)? How is the writer responsive to the needs of the audience?	
Purpose	What is the purpose? What does the audience need to know?	
Special Populations	How will you meet the needs of all learners in your classroom based on task, audience, and purpose?	

