

# WRITING A FACTUAL DESCRIPTION

Purpose:

*To describe a place,  
process, person or  
thing using facts.*

Studyladder



**Sheridan Falls Police Department**  
1800 Witherson Ave  
Sheridan Falls, NV

To be distributed to all deputies and superintendents  
of Farrel County

October 23  
Case no. 4555300-01

# WANTED

FOR HOMICIDE / ARMED ROBBERY



**Suspect Description:**

Sex: Male  
Age: 31  
Height: 5'10"  
Weight: 180  
Hair Color: Dark brown  
Eye Color: Unknown

Wanted for homicide and armed robbery of Kosak Convenience Store on the corner of 34 and Higgins on the night of Sept. 24th. Suspect was last seen with a dark navy winter hat, blue jeans, and black sweatshirt.  
If you have any information regarding this incident, call the Sheridan Falls Police Dept.  
Callers will remain anonymous.

W-203-01

# *Examples of Different Types of Factual Descriptions:*

## *Landscape Descriptions*

*To describe features of a landscape.*

## *Scientific Experiments*

*To describe objects or processes in detail.*

## *Job Description*

*To describe roles and responsibilities.*

## *Personal Description*

*To describe features of a person.*



Describing observations in scientific activities

# Structure:

## 1) Introduction:

*An introductory statement.*

## 2) Detailed Description:

*Systematic description of aspects of subject.*

## 3) Concluding Statement:

*A summary of the information provided.*

## Structural Features:

*\* Use a title.*

*\* Organise by paragraphs.*

## **Language Features:**

- \* Use formal and impersonal language.**
- \* Use adjectives to describe the features of a subject.**
- \* Use verbs in present tense.**
- \* Use abstract nouns related to the topic.**
- \* Use technical language.**
- \* Focus on details.**

## **Questions to Ask Yourself:**

**Description: What does it look like? Where is it located?  
What are its special features?**