Writing a Reading Report

When you want to let your teacher know that you have read a story on your own, you can hand in a reading report. After getting the report back, you might save it in your portfolio.

The Report

Your reading report could be anything from a few basic comments to a more comprehensive analysis. For a basic report, you might use the Reading Report Form.

To aid your own memory, it is a good idea to give the dates when you started and finished reading the story and/or approximately how much time you spent on it. Your teacher may also be interested in knowing where you did your reading – in the classroom, in the library, at home etc.

A summary

A reading report always contains a summary. Here are some expressions you might find useful when writing a report about a fiction story:

This story is about a man who is …
The action takes place in New York …
The background is the troubles in Northern Ireland …
The main characters are a young boy and an old lady …
When the story begins, Chrissy is …
It is late afternoon …

For a non-fiction (facts) text, the following expressions might be useful:
This text is about jellyfish …
The author is a biologist who …
It is known that in Australia …
Researchers are trying to develop an antivenom for …
A search on the internet gave 1000 hits for …

Finishing the report

To end your reading report, write your opinion of what you have read. You might also say whether you recommend this story to others or not.

If you would like to do some more

If you would like to write a more comprehensive report, you might include some of the following:

• A character in the story you would like to meet. Why? What would you talk to him/her about?
• A place in the story you would like to see. Why? What would you do there?
• What would you like to know more about if there was a continuation of the story?
• What passages in the story (if any) do you think are unrealistic? Why do you think so?
• What passages in the story (if any) do you recognize from your own experience? How do they make you feel?
• Are there any passages that upset you in any way? How do they make you feel?
• What questions would you like to ask the writer of the story?
• Would the story make a good film in your opinion? Why? How would you like that film to end? Why?