

# WRITING: A Report about an Event

## Dropping out from School: Causes and Solutions

November 25th, 2019

Marrakesh City Hall





# WRITING: A Report about an Event

<b>Organiser</b>	<b>Local education authorities</b>
<b>Topic</b>	<b>Dropping out of school: causes &amp; solutions</b>
<b>Date</b>	<b>November 25th</b>
<b>Place</b>	<b>City hall</b>
<b>Participants</b>	<b>Educators, parents, politicians</b>
<b>Attendance</b>	<b>200 people</b>
<b>Main activities</b>	<b>Mini-lectures, workshops</b>
<b>Ideas discussed</b>	<b>Causes: poverty, family problems, drugs. Recommendations: supporting poor families, sensitizing parents and children about the importance of school.</b>
<b>Feedback</b>	<b>Seminar: fruitful, successful Participants: satisfied</b>

# WRITING: A Report about an Event

**Use the information in the chart. Write a report about the seminar.**

**Title: event name**

**Introduction: event + organizer + date + place**

**Body: participants + attendance + activities + discussed ideas**

**Conclusion: feedback about event & participants**