Writing a Match Report

A good match report explains the most interesting points from a match but is an entertaining read. It's also best kept short and simple – it's not a ball-by-ball commentary!

1. Reveal the final score in the first sentence and use interesting facts to kick off the match report. What does the result mean for your team? Is it your tenth win in a row or first ever win against the opposition?

2. Use the emotional story – a player's first goal, comeback from injury, scoring against a former club, top-of-the-table clash – to interest the readers.

3. Make sure you include all of the key information: a simple description of goals from both sides, full names of the goalscorers, the venue, any sendings-off or major incidents and what the score means for league placings (or what the draw is if a cup match).

4. Keep it short and simple for websites or for sending to local press. Check out match reports in national or local newspapers, from Premier League articles to smaller 100-word Football League fixtures to get an idea of how the professionals tell the story of a game.

5. Finish the report with full team listings of who played, substitutions (who went off, who came on, time) the referee name and, if relevant, the attendance.