

## **Creating an Outline**

Why should you create an outline?

- Aids in process of writing
- Helps organize ideas
- Presents material in a logical and organized form
- Shows relationships between ideas
- Constructs an ordered view of your writing
- Defines boundaries and groups for your ideas

How to create an outline:

- Determine audience your are writing for
- Develop your thesis statement, or focus of the paper
- Determine evidence and examples you will use to support your topic or argument

Questions:

1. What is the assignment?
2. What is the purpose of the essay?
3. Who is the intended audience for this essay?
4. What is the essay's thesis statement?

## How to Create an Outline

### I. Introduction:

A. Introductory Sentences: Get audience's attention.

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B. Thesis: Point you will argue/prove in the body of your essay.

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### II. For *Each* Body Paragraph:

A. Topic Sentence: Introduction to topic in paragraph.

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B. Evidence: Quotation or example to support topic.

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C. Analysis or application of evidence.

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D. Link back to the thesis and transition to next paragraph and/or conclusion.

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### III. Conclusion:

A. Summary of main points/reiteration of thesis statement:

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B. Final statement to wrap up argument or call for action from audience.

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