

# IIT Madras

## BSc Degree

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**English – I (Basic English)**  
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**Development and Organizations of Paragraphs**

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**Professional Writing**

Development and organisation of paragraphs

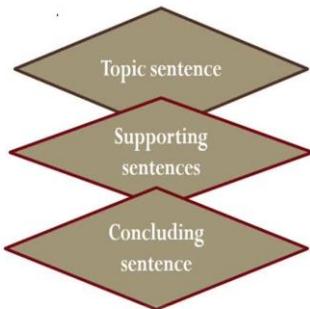
- i) Structure of a paragraph
- ii) Strategies in writing an effective paragraph

Welcome back to the class on professional writing. In the last class, we had discussed about the domain of professional writing, we looked at what professional writing means, and we had looked at the differences between what professional writing and other forms of writing particularly the literary writing are? We also looked at the elements of professional writing, within which we had discussed about four main features, the first of which was the need, and the presence of organized and developed paragraphs.

Today's class, we are going to discuss about the first feature which is the organization and development of paragraphs, in professional domain and for professional writing also. What I am going to be discussing with you could be good, both for professional writing as well as general writing. It is definitely followed in the zone of professional writing but these are the techniques that you can also use while you are writing generally, to bring more structure and impact to what you are writing. We will begin today's class, we will be looking at mostly two parts in the development and organization of paragraphs.

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## Structure of the paragraph



First is the structure of a paragraph and the second is the strategies to write a well-developed or an organized paragraph I would like to discuss with you firstly, the structure of a paragraph. On your screen, what you see is a diagrammatic representation of the structure of a paragraph. You can see that there is a topic sentence, there are supporting sentences and there are concluding sentences. Sometimes it is just one sentence. Sometimes depending on what you are writing on, you can have more than one as a concluding sentence or concluding sentences.

Essentially, most of the paragraphs are going to be structured in this fashion, it is going to have a topic sentence, which is a mandatory element in all kinds of paragraphs. Okay, then comes your supporting sentences and then comes the concluding sentence. The arrangement or the placement of the sentences need not be always in a linear fashion, in the sense that it is not important that the topic sentence comes first always in a sentence in a paragraph, and the supporting sentence follows it and the concluding sentence comes at the end.

However, in professional writing, it is always recommended that the topic sentence is either the first or the second sentence in the paragraph to avoid any forms of confusions or ambiguities. Otherwise, there is no particular restriction to where the topic sentence can come it can sometimes be at the beginning it can be at the end or sometimes you can find them right through the middle or elsewhere in the paragraph too.

Now, we look at each of the elements involved in the structure of the paragraph, we will look at topic sentence, supporting sentences and concluding sentence one by one, to understand

what they mean and what they do for the development and organization of a paragraph. Let us move ahead.

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**Topic sentence : 'What' and 'How'**

**WHAT?**

- The topic sentence makes a claim about the topic in question.
- It should be arguable i.e. the paragraph should be such that the claim is established through it.
- It should reveal the main point / purpose of the paragraph.
- It should also connect to the overall attitude of the paragraph.

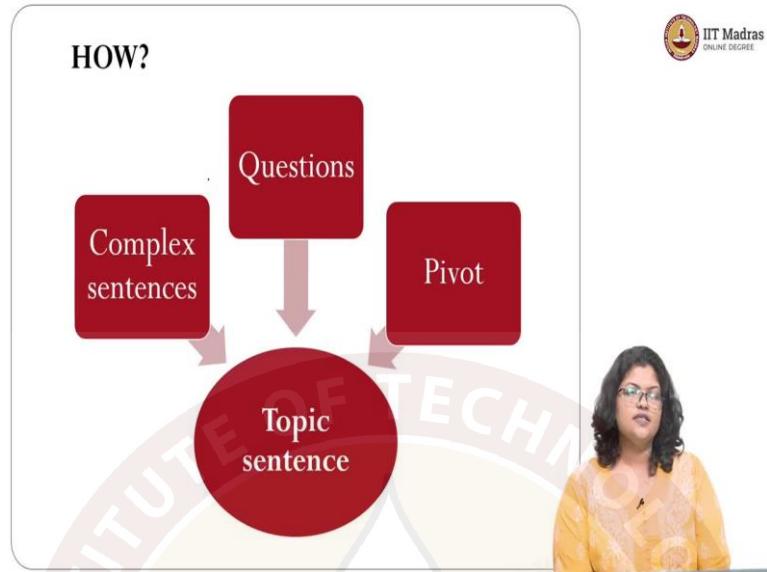
First, we are going to discuss about topic sentence we look at what is a topic sentence? and how does it function? or how can we write an effective topic sentence? What techniques can we use to write a good topic sentence? What is topic sentence? Topic sentence is that particular sentence in any paragraph that is used to make a claim about the topic that you will be writing. It is essentially an argument. Then one of the qualities of topic sentence is that it should be arguable in nature, it should not be a statement of fact, it should be something that the supporting sentences, when it follows in the paragraph must be able to prove or add too.

To begin with, topic sentence is a claim that is made about the topic that the paragraph represents or talks about. Second part of it is that it reveals the main point or the purpose of the paragraph. We have already seen how purpose is a very important part. Defining the purpose or knowing the purpose is how it is a very important part of all kinds of writing and particularly professional writing.

The topic sentence also then bears the burden of defining or declaring the purpose of or the main point of or the central theme of what the author wants to write. Just because it carries the topic and the central theme, it does not mean that the topic sentence sits separately from the different other sentences in the paragraph. It needs to be written in such a way that it ties up well with the rest of the sentences, which includes a supporting sentence and the

concluding sentence. So, the topic sentence then forms the basic central theme. It is something that declares the central purpose or the central theme of the topic to the reader.

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We will look at what how topic sentences function? Or how can you identify them in a particular paragraph? What are the forms in which they can appear to you? The first is complex sentences. You already know what complex sentences are. Complex sentences are the combination of a dependent clause and an independent clause, which means any complex sentence is going to have at least one independent clause and one dependent clause.

Majority of the paragraphs especially if you are looking at an essay, or any other forms of complex writing, like say a research paper, or an article in a magazine or in a newspaper, anything any general form of writing in real life is going to have a lot of complex sentences. Mostly, the sentences that we use in our real-life writing are complex sentences.

Topic sentences usually have a tendency to use complex sentences, because they have better scope to represent things in its entirety than say a simple sentence, or a declarative sentence. So, which is why complex sentences are very, very commonly and very popularly used to write topic sentences. That does not mean that complex sentences are used only to write topic sentences, you can very well find them written as supporting sentences or concluding sentences even, but particularly with respect to topic sentences, it is suggested that you use a complex sentence to better represent the idea or the topic that you want to discuss with the reader or you want to talk to the reader about now.

Another method and other structure that a topic sentence can adopt is of a question format. Now, we know human beings are very curious by nature. And if you can posit question to people, it stimulates the reader to think further on that and the person would be curious to know what is written further in the paragraph.

So especially when you are writing about something that has not been explored yet, or something that is intriguing enough, something that is fascinating, usually a technique or if you want to make your readers feel intrigued and fascinated and look forward to reading what you have written a good method or an effective method to also uses.

The third part is pivot. What does pivot mean? We know what a pivot means. Pivot is another name for pivot can be the center point or say the fulcrum, the point where everything joints. Now what is the significance of something like a pivot in paragraph writing is sometimes when you are writing a paragraph, midway through the paragraph, you would like to change the course of direction that you are undertaking, but in such a paragraph, which is intended where the author intends to take a change in the direction to change the course of direction in which the person has been writing.

Topic sentence can become that particular pivotal point where this turn happens, which means the topic sentence will then indicate that they are going to change the direction of writing. How can the topic sentence do that? This is part of the strategy of writing effective paragraph. But to talk about how that happens to a topic sentence, how it can work as a pivot juncture where the author can turn the direction change the direction of what they are writing, it is by using transitional devices. We will discuss transitional devices when we talk about the strategies of writing.

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## Supporting sentences

- They form the substantial segment of a paragraph.
- They are tasked to add/ explain, prove or, elaborate the main point or the central theme of the paragraph.
- These sentences could most commonly do the following.
  - i) Give reasons
  - ii) Cite facts/ data/ statistics
  - iii) Use quotations
  - iv) Give examples



Now, moving on, we look at the supporting sentences now, supporting sentences generally follows the topic sentences and their task is to either prove, add or elaborate on what has already been said in the topic sentence. Topic sentence talks to you about the main theme, it introduces the writer to the central theme, the topic or the subject of the paragraph. The supporting sentences then, are tasks to add or elaborate on this particular point that has been made.

So in a way, the supporting sentences are what, what you can call is the meaty layer. How would they look like? These could be statements. This could be sentences that give reasons. All of this, whether it gives reasons or its side facts or gives examples or use quotations depends on the topic that you have chosen and what you have decided to write about it definitely no price for guessing that, but if we have to understand how a supporting sentences can look like, I think these points would help us.

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## Concluding sentence

- It is a mandatory segment in a stand-alone paragraph.
  - The function of this sentence is to restate or reinforce the theme substantiated through the supporting sentences and the topic sentence.
    - A good concluding sentence could do the following.
- i) Make a prediction
  - ii) Give suggestion(s)
  - iii) Give recommendation(s)
  - iv) Summarise the key points
  - v) Offer a final observation



Now, the last part of the layers in a paragraph, the structure of a paragraph, is called the concluding sentence. Now, a concluding sentence is a little different from both the topic sentence and supporting sentence with respect to its very presence in the paragraph. So, what we are discussing is essentially a body paragraph. There are different kinds of paragraphs. So, if you look at an essay, you know that an essay's general structure would be introduction, body and conclusion.

If that is the structure, then there has to be an introduction paragraph, there has to be a conclusion paragraph and what comes in between is then referred to as the body paragraphs. What we have been discussing is mostly applicable to body paragraphs. Introduction, paragraphs, and conclusion paragraphs look a little different than body paragraphs. Body paragraphs, particularly with respect to concluding sentence, plays a little differently.

If the body paragraph is part of a longer essay, then it is not necessary that every paragraph within that essay. Every body paragraph has its own separate concluding sentence. However, if the body paragraph that you are writing is a standalone paragraph, if it is a single paragraph or standalone paragraph, then the concluding sentence becomes mandatory, without which the sentence or the paragraph seems to look having ended abruptly, it does not get its closure, it does not get its required ending, and it looks very out of place to the reader who reads it, right.

So for any standalone paragraphs, single paragraphs, and concluding sentences are very, very important. But if these body paragraphs are part of a larger longer essay, a longer text or a

longer narrative, then it is not essential that you include a concluding sentence for every body paragraph. Keep this in mind, this is a very important aspect with respect to the organization of writing, and particularly, in general about the organization of writing important for that, and in particular, also, the concluding sentence, as such.

So that is the first point on the slide as well, that it is a mandatory segment in a standalone paragraph. Now, what is the function of a concluding sentence to restate? These are the few points that you can see, these are the few types of sentences that you can see as you can find as concluding sentences in a paragraph. So, what are those?

The first one, the concluding sentence may look like something that makes a suggestion. So if you have a sentence that is making a suggestion at the end of the paragraph, then that can be a good concluding sentence. It can also be a sentence that recommends that gives recommendations to the reader. It can be that which summarizes the point. We talked about this. So, you have the supporting sentences and the topic sentence. And the concluding sentence could look like then a summary of what has already been discussed by these two. So, it can be a summary statement too.

And the last part is, that it could be something that offers a final observation. So this usually happens in paragraph that talks about opinions. So this is how the concluding sentence of a paragraph can look like.

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### Strategies for writing a good paragraph

- Unity is a significant requirement in writing a paragraph. The components of a paragraph must present and point towards a single idea and provide for a wholesome idea.

I. Strategies for unification

- Ensure the logical continuity of the idea presented in the paragraph.
- Repeat the key words.
- Use transitional words to add, contrast , or conclude.



We will move on to now the strategies for writing a good paragraph. Two very important features, logistic features that is important to write any good paragraph whether it is in the

professional writing domain or in general writing spaces, is first is the unity and second, the coherence. Unity and coherence are treated differently by people, but then they act together when you talk about the development and organization of a paragraph.

What is unity? When you talk about the unity of a paragraph, you are referring to the maintenance of a single theme in the writing of a paragraph. The idea is when you are writing a paragraph when you are composing a paragraph, make sure that there is only one idea that is discussed per paragraph. Do not bring together more than one do not bring too many ideas themes together and discuss them in a single paragraph.

Ideally just keep one idea per paragraph. This particular feature of a paragraph or this particular characteristic of a paragraph is referred to as the unity, and unity ensures that there is a good clarity to the reader who reads what you have written. What unity says is? That the components of a paragraph must present and point towards a single idea and then it should develop itself into a wholesome idea for the reader alright. That is what unity means.

Coherence is a part of unity or it works together with unity in order to help you write an effective paragraph. Coherence is basically the logical continuity that is required to write a paragraph. So, as you move from the first to the second to the third sentence in a paragraph, all these first second third sentences must be connected to each other logically, they should not look like they belong to different spaces or from different domains. All of them should be tight together.

Coherence basically means tight together, they should have a logical flow, the sentences that you write in a paragraph within the paragraph, and between the paragraph, if it is a longer form of write up like a long essay or a long text. Both between the sentences and between the paragraphs this logical continuity needs to be maintained in order to write an effective paragraph. Unity and coherence are then two very important features of Paragraph Writing, and both of them work together they act together in the production of an effective readable paragraph.

We will look at the strategies for unification first. The first part is, like I told you, there is a good deal of overlap between unity and coherence so look at it the very first point under strategies is that ensure the logical continuity of the idea presented in the paragraph. So this is what I have been talking to you about. So basically, the first strategy to make a paragraph unified or to ensure unity is to make it.

The second strategy here is to repeat the words repeat the key words, unity of writing. How does it ensure unity when you repeat the keywords, when you write them again, and again, you are emphasizing the fact to the reader or you are constantly reminding the reader that this is the topic that we are talking about, this is the topic that you are reading about. Repeating the keywords is also then a very essential strategy to ensure that there is unity within the paragraph.

And the last part is to use transitional words. Transitional words is again, very important device using them. Transitional devices are very important for both unity and coherence. So, to ensure that there is good flow between the sentence and to make sure that the whole idea is tied together around one single point. For both these purposes, transitional words or transitional devices, they play a huge role in writing.

They can help you to talk about something when you want to add, something to the paragraph when you want to contrast with something that is been already written, or when you want to conclude. So, look at an example like this to give you a clearer example of this. What is a transitional device? Look at words like furthermore, moreover, additionally, in addition to all of these are examples of transitional devices, which helps you to add to the given point.

So, if you if the author wants to continue in the same direction of their writing, If they want to continue writing in the same direction, then they can use the transition devices that are used to add like the ones that I just mentioned. Now imagine if the person wants to contrast, the person wants to draw contrast, then they have to use those kinds of transitional devices that help you show a change in the direction of writing, example; nonetheless, nevertheless, despite however, although, though, so on and so forth.

Now, to conclude, again, to sum up, you can use transitional devices or phrases like to sum up to conclude in conclusion. All of these are then transitional devices that help you to establish unity and coherence in your writing. They help you smoothly transition from one sentence to the other, or between one paragraph to the other without feeling any sort of abruptness.

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**II. Strategies for making an argument**

- i) Use an example to further the argument.
- ii) Tell a story or narrate an anecdote if writing a personal paragraph.
- iii) Use a compare and contrast method if the analysis requires the subtleties and nuances of related events/ persons/ period etc. is to be explored.
- iv) A cause and effect based organisation is useful when the relationship is that of one leading to the other.
- v) Factual and scientific details are better represented by citing data, figures, and statistics.
- vi) Definition based style suits when introducing a new concept.



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Now, the second part, this is the strategies for making an argument, so we already looked at how we can ensure unity, how we can unify the work that we are writing. Another thing, an important part would also be to look at how to make an argument. When to use what. So, look at this, these are very important, especially if you are a beginner and if you have had no experience of writing before this, then this would serve as a good starting point for you to now begin writing. So, you can use some of these techniques to ensure that you are writing effectively, what is the first one?

The first strategy to make an argument could be to use an example. So, you have made a claim, you have something to claim you have written that sentence, and now to elaborate it further, you can use an example. You can use an example that ties well with the argument that you have made, and then further your argument, based on the example that you have written. So that is the first technique.

The second technique is to tell a story, or narrate an anecdote, particularly if you are writing personal paragraphs. So say you are writing a travel blog. Or if you are writing your experience with a particular gadget that you have bought, or something that you have purchased online, or, say, a pilgrimage that you have undertaken, or if you are writing about say, an experience, so, anything that is experiential, particularly personal experience can be written in the fashion of narrative paragraph, you can use a narrative paragraph. You can use your anecdote, you can tell your story and use a narrative fashion to build on what you want to write.

So, narrative paragraphs are then going to use a lot of personal pronouns, I, you, we, they, he, she, it. So personal pronouns are used in abundance in all kinds of personal paragraphs. So, your purpose will then decide the medium, the style, the pattern, anything that you are going to choose. So whichever pattern or whichever style or whichever strategy fits well, to the purpose, you should be only choosing that.

So now the third one is, use a compare and contrast method if the analysis requires the subtleties and nuances for related event. So, keep this in mind when you are writing a compare and contrast paragraph, a lot of people would think that compare and contrast paragraphs are used to talk about similarities and differences. You are right, you are partially right that compare and contrast paragraphs are used to talk about the differences and similarities, but keep in mind that we do not use this paragraph to talk about the obvious differences and similarities between two components.

So, it is not used to talk about say table and chair. The idea of a compare and contrast paragraph is not to differentiate between chair and table because there are obvious differences between chair and table and we know that, but when do you use compare and contrast when you have to like the slide mentions that when you have to talk about the subtleties and nuances when you have to talk about the intricate details and the similarities and differences between those intricate details that we use the compare and contrast method.

So, to give you an example, like I told you that you do not use it to differentiate between table and chair, but what you can use it for is to talk about two different types of chairs or two different types of tables. So, now, we have narrowed it further, we are now talking about specificity, we are talking about very detailed things very the subtleties involved in the two different kinds of chairs, the details, the nuances between these two types of chairs.

So, compare and contrast is used for it is a method that is used to analyze so, they are usually used in analytical paragraphs to understand the subtleties and nuances between two related entities or events or person or a period of time etcetera. So, another example would be to compare and contrast between the Elizabethan age of literature and the Victorian age of literature or World War One and World War Two, or between two dynasties that rule the country.

So, all of these are the kinds of topics that can be used to compare and contrast. Remember compare and contrast is not used to talk about obvious differences and similarities between entities right.

Now, the next one is the cause-and-effect strategy cause and effect strategy is usually used when you want to tell your reader the that one event leads to the other, or when one by comes the cost to the other, the cause-and-effect fashion can be used. So, whenever you are able to correctly identify one leading to the other form of situation in a particular topic or an event, you can go ahead and use the cause-and-effect strategy.

The next one is the usage of citing Data Statistics whenever you want to represent anything that is factual or when you want to go about with something in a more scientific fashion, which is when you want to keep away opinions, when you do not want to talk about personal experiences, and you want to only base things on facts and science, then those kinds of paragraphs are best written by citing data figure statistics, etcetera.

Now, the last one is definition, using the strategy of writing a definition paragraph. So, definition paragraphs or definition strategy is most useful when you are introducing somebody to a new concept. So, whenever there is a requirement to introduce someone to a new concept, you are going to use the definition method. So, you give the definition and then further your argument based on that.

Keep in mind that in real life, what you are going to see are not individual paragraphs, which are either compare and contrast type, or cause and effect type or definition type or example, based, what you are mostly going to encounter are what we call is embedded patterns of paragraph, what is embedded pattern means? That within a paragraph, you can have several kinds of these different patterns, or this different kinds of paragraphs within a single one, which is what the phrase embedded pattern mean, there is an embedding.

So, you can have like a paragraph, which is, which compares and contrast, but then within that comparison contrast, you will have examples being given to further, to elaborate on the particular point being made. This is possible, or you can have, say, a narrative paragraph where somebody is talking about a personal experience, and they can bring in, say an example or they can bring a compare and contrast within that.

So, in reality, when you are writing, it is actually embedded patterns or embedded paragraphs that you actually produce rather than, say something that is of a particular type. If your topic

or if your purpose is very clearly defined to use just one of them, then that is a different story. But in general, in reality, when you write usually what we do is a combination that we use a combination of all of them together.

Particularly in longer texts, you know, reflective essays, longer forms of writing, research papers, etcetera. we are going to use a combination of these techniques in order to present the point. So, these are a few strategies that you can use to further an argument or to make an argument within a paragraph.

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The slide has a decorative circular watermark in the background with the text 'INSTITUTE OF MASS MEDIA TECHNOLOGY' repeated around it. In the top right corner is the IIT Madras logo with the text 'IIT Madras ONLINE DEGREE'. The main title 'Example: Structure of a paragraph' is centered at the top. Below it is a block of text. At the bottom right is a video frame showing a woman with glasses and dark hair, wearing a yellow top, speaking. Below the video frame is the text 'Lien Devos, Essay on graphic novels'.

**Example: Structure of a paragraph**

Traditionally, Flemish comic-book culture was dominated by long running comic series with an unchanging cast of characters. Most of those comics, initially devised as gag strips or series in newspapers and magazines, are now facing the same problems as the traditional print media in which they are published. For more than half a century, annual compilation albums of such comic strips were one of the main sources of entertainment for young people in Flanders, with print runs of more than 400,000 copies. Today, comics are part of a much wider entertainment context, competing with films, games, animation shorts, the internet, social media, and so on.

Lien Devos, Essay on graphic novels

Now, let us quickly look at an example to understand the points that we have been discussing till now. So, the first part we are going to do is to look at the structure of a paragraph, you have a very simple paragraph in front of you. So, the very first sentence that you see here, *traditionally, Flemish comic book culture, was dominated by long running comic series with an unchanging cast of characters.*

We will read further and then look at the structure. *Most of those comics initially devised as gag strips or series in newspapers and magazines, are now facing the same problems as the traditional print media in which they are published. For more than half a century, annual compilation albums of such comic strips were one of the main sources of entertainment for young people in Flanders, with print runs of more than 400,000 copies. Today, comics are part of a much wider entertainment context competing with films, games, animation shorts, the internet, social media, and so on.*

So, this is your paragraph. If you look at the first sentence, traditionally Flemish comic book culture was dominated so on and so forth, clearly becomes a topic sentence, it declares the topic of the paragraph to the reader and what is the topic we are going to talk about the comic book culture. So, something about the comic book that is very clear from the first sentence. So, in that sense, the very first sentence in this paragraph becomes the topic sentence. This becomes the topic sentence for us.

Now, I would like to remind you here that it is not the case always that the topic sentence appears at the beginning of the sentence sometimes, it can be found elsewhere too, this happens to be a paragraph where it is found in the beginning. Why did I choose this? Because, in professional writing although in general writing topic sentences can be found elsewhere in a paragraph.

In professional writing it is strongly recommended that your topic sentence always is used as the first sentence of the paragraph. This is to avoid any sort of confusion or ambiguities for the reader. So, I am glad that we have a paragraph which has the topic sentences the first one. Now, the other one the sentences that you have on the screen which are color coded in blue, most of those comics initially devised as gag strip still the 400,000 copies, that part becomes, they form the supporting sentences of the paragraph, how?

Because the topic of the comic book culture or comic books is declared by the topic sentence and all the sentences that you see in blue, they in some sense add to what has been told in the or what has been written in that topic sentence, what has been declared in the topic sentence,. So read it closely and you will see how they are tight together.

And now the last one, *today comics are part of a much wider entertainment context competing with films, games, animation shorts, the internet, social media, and so on.* It can be considered as a closing of statement for this paragraph, it need not be necessarily a concluding sentence because it does not give you any sense of conclusion, but look at it carefully.

*Today comics are part of a much wider entertainment context.* If you remember the kind of sentences that can become a good concluding sentence. One of it was that it could be a kind of statement that winds up it is sort of summarizes what has been told about in the previous sentences in both the supporting sentences and in the topic sentence. This does not summarize what has been written but in a sense, it adds to what has already been given.

So, remember, there was another kind of concluding sentence which offered a final observation. So, I told you in mostly such kind of sentences appear in opinion paragraphs, but this paragraph again is an example where the concluding sentence has taken the form of a sentence that offers a final observation on what has been talked about in the previous sentences. So, is it a concluding sentence? Yes, it is. Is it like a traditional concluding sentence? No.

Why is it so because this particular sentence has been extracted from a longer form of essay? So, I told you if you are talking about a longer form of text, then it is not necessary that all the body paragraphs are going to essentially have a concluding sentence. Nevertheless, this one has fulfilled the purpose, fulfilled the structure of a paragraph by placing a sort of closing statement which is like a final observation on the part that has already been spoken by the supporting sentences and the topic sentence.

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The slide features a circular watermark in the background with the text 'INSTITUTE OF TECHNOLOGY MADRAS' and the Indian tricolor. In the center, there is a white rectangular box containing the following text:

**Example: Strategies for unification**

Traditionally, Flemish comic-book culture was dominated by long-running comic series with an unchanging cast of characters. Most of those comics, initially devised as gag strips or series in newspapers and magazines, are now facing the same problems as the traditional print media in which they are published. For more than half a century, annual compilation albums of such comic strips were one of the main sources of entertainment for young people in Flanders, with print runs of more than 400,000 copies. Today, comics are part of a much wider entertainment context, competing with films, games, animation shorts, the internet, social media, and so on.

On the right side of the slide, there is a video frame showing a woman with dark hair and glasses, wearing a yellow top, speaking. Above her video frame is the IIT Madras logo and the text 'IIT Madras ONLINE DEGREE'.

Now, we are going to look at. We looked at three strategies, for unification. We are taking the same example to understand how this particular strategy has been implemented and used in the paragraph that we just discussed? I have highlighted a few words and phrases for you to understand those strategies.

Let us look at the green font one first. So *comic book culture*, *comic series*, *comics*, *comic strips*, do you see it repeating, there are the word *comic* or *comics* keeps repeating. There is other place where comics are even in the last sentence. Today comics are part of a much, you see that the word comic repeats so many times in the same paragraph.

So, if you remember, one of the strategies that we discussed in the strategy of unification was repetition of key words. So, the key word here, which sits in the topic, sentence, comic or comic book culture, that particular word, the word comic, it keeps repeating everywhere in the paragraph to emphasize or to reiterate to the reader that the topic of this particular paragraph is comic series or comic strip, etcetera. So, this is how the strategy of repetition is implemented within a paragraph.

Now, look at those ones in red, all of these *today*, *these traditionally*, what are these? These are also examples of transitional devices remember the third strategy that we discussed in the unification strategy was using the usage of transitional devices to add, to contrast, to elaborate. So, the examples that we have here are traditionally for more than half a century today, right now, these are not your traditional transitional devices which helps you to continue in the same direction or to change the direction.

However, these are also important transitional devices that builds the link. Like look at a look at the word traditionally, right, traditionally, is a device that is placed there to indicate the opinion of the author. So, traditionally, the other things that traditionally, Flemish comic book culture was dominated by long running comic series. So, this word traditionally, that particular device is applicable to the whole of the sentence.

So, this is a point of view, this is how the author has represented his or her point of view, traditionally, that is applicable to the whole of the sentence that follows, this is also a transitional device. So, the transitional devices can appear in the beginning of the paragraph, you can find them in the concluding sentence or you can find them, basically you can find them anywhere in the paragraph, their role is to act as gel and glue between the sentences to join them logically together, that function is run by traditionally in the first sentence.

Another one *for more than half a century*, this is another phrase that has been used this is this is an example of an introductory phrase. This is also a very useful transitional device to show to continue to add an elaborate to what the paragraph has already been talking about. And in the last sentence, you have the word today, now what is *today* do.

*Today*, comics are part of it gives you gives the reader a sense of what is going on in the present so gives the sense of time. So, which means transitional devices can help you arrange your ideas spatially. It can help you arrange your ideas temporarily. That is it can give you a

sense of time, it can give you a sense of space, and it can give you a sense of direction in which your argument or your write up is progressing that is the role.

So, these are a few strategies you can use for unification. I hope you have understood the techniques, the strategies, the methods that are employed in writing, particularly in professional writing. I will see you again in the next class with a continuation of what we have been talking about. Thank you.

