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ITC c311 – Technical Writing in IT

How to Conclude a Paper in Technology Research

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Writing a Basic Conclusion

- **Restate the topic.** You should briefly restate the topic and explain why it is important.
- **Restate your thesis.** Aside from the topic, you should restate or rephrase your thesis statement.
- **Briefly summarize your main points.** Essentially, you need to remind your reader what you told them in the body of the paper.
- **Add the points up.** If your paper proceeds inductively and you have not fully explained the significance of your points yet, you need to do so in your conclusion.





Writing a Basic Conclusion

- **Make a call to action when appropriate.** If and when needed, you can state to your readers that there is a need for further research on your paper's topic.
- **Answer the “so what” question.** The conclusion of a paper is your opportunity to explain the broader context of the issue you have been discussing. It is also a place to help readers understand why the topic of your paper truly matters. You should use the conclusion to answer the “so what” question because the significance of your topic may not be evident to readers.





Making Your Conclusion as Effective as Possible

- **Stick with a basic synthesis of information.** The most basic conclusion is the summary closing, which is very similar to the paper's introduction. Since this sort of conclusion is so basic, you must aim to synthesize the information rather than merely summarizing it.
- **Bring things full circle.** Tie your research paper together by directly linking your introduction with your conclusion. There are several ways to do this. Ask a question in your introduction. In your conclusion, restate the question and provide a direct answer. Write an anecdote or story in your introduction but do not share the ending. Instead, write the conclusion to the anecdote in the conclusion of your paper.





Making Your Conclusion as Effective as Possible

- **Close with logic.** If your research paper presented multiple sides of an issue, use your conclusion to state a logical opinion formed by your evidence.
- **Pose a question.** Instead of handing the reader the conclusion, you are asking the reader to form their conclusion.
- **Make a suggestion.** If you include a call to action in your conclusion, you could provide your reader with a recommendation on how to proceed with further research.





Avoiding Common Pitfalls

- **Avoid saying "in conclusion" or similar sayings.** This includes "in summary" or "in closing."
- **Do not wait until the conclusion to state your thesis.** While it may be tempting to save your thesis to create a dramatic end to your paper, doing so will create a paper that seems less cohesive and more unorganized.
- **Leave out new information.** A new idea, new subtopic, or new evidence is too significant to save until the conclusion.





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Avoiding Common Pitfalls

- **Avoid changing the tone of the paper.** The tone of your research paper should be consistent the entire way through.
- **Make no apologies.** Do not make statements that downplay your authority or discoveries.

