

OLYMPIADS SCHOOL/GRADE 9 AND 10 WRITING/HOMEWORK 9**NAME (FIRST AND LAST):** _____ **GRADE:** _____**ANNOUNCEMENT**

The midterm assessment will take place next week (Class 10). Please prepare for it by reviewing all the handouts and marked homework that you have received so far.

INSTRUCTIONS

1. Use the lines on pages 1, 2, and 3 of this homework to create your personal notes for the midterm assessment. You can use it in any way you like, but the note-taking should prepare you for the assessment. For example, you could create flashcards for words to help you memorize them, rewrite and refine sentences/paragraphs in your homework that your teacher commented on, and/or define terms that have been used so far in this course. It's important that you review the handouts and marked homework during this process.

Please use up all the space available. If you need more space, attach a piece of paper to this homework to take more notes.

The quality and quantity of your notes will be considered in the grading of this piece of homework.

2. Complete the following exercises included in this package:
 - Page 73
 - Page 77 to 79

Your notes and midterm review:

"Independent Writing," 2nd Edition.
Teresa D. O'Donnell and Judith L. Paiva.
Heinle, *Engage Learning*, Boston, 1993.

ESSAY WRITING: Planning and Organizing

Using Notes

The preceding chapters introduced the process of writing a formal essay: selecting and limiting a topic and writing effective thesis statements and introductions. The next step is to develop skills to write the body of the essay. This requires organizing your ideas. An outline is a tool to help you. It can be prepared before you write a draft of your ideas, or it can be used to organize or reorganize notes and first drafts. Remember, an outline is a tool. Like an essay, it must be revised to suit your purposes.

As you select and narrow your topic and write an effective thesis statement, you will find many ideas related to your topic. Don't let these ideas get away from you. Jot them down on a piece of paper as quickly as possible to use as supporting statements. Continue adding to your list until you have exhausted all possibilities. Don't worry about writing down too much at this point; you can always discard irrelevant ideas or less important statements later. Remember: It is easier to omit less important details after you start to write the body of your essay than it is to try to come up with new supporting material for an essay that is turning out to be too short or is not adequately developing your thesis statement.

At this point in the writing process, sit down with a partner and exchange ideas for supporting details. Often you will find that more ideas are generated when one or two other writers are brainstorming with you.

Let's look at the notes a writer might have collected for an essay with this thesis:

Several steps can be taken by individuals to help reduce present environmental problems.

Notes:

- use china plates/cloth napkins
- regional recycling
- buy products in bulk lots
- support non-polluting measures
- recycle aluminum and steel ("tin") cans
- use cloth diapers
- recycle glass bottles/jars
- recycle or reuse plastic containers

recycle newspapers/paper
 sell/give away old clothes
 separate recyclables from garbage
 elect environmentalists to Congress
 oppose companies that pollute the environment
 buy environmentally safe products
 support businesses that cut down on excess packaging

Go over this list. Are any of the ideas related? If so, group them together.

Preparing an Outline

In the outline below, the ideas from the list have been grouped into three categories: (I) Support environmental legislation, (II) Recycle reusable products, and (III) Support environmentally responsible businesses. This outline follows a simple traditional outline format.

Thesis: Several steps can be taken by individuals to reduce the present environmental problems.

- I. Support environmental legislation.
 - A. Elect environmentalists to Congress.
 - B. Support laws/bills that promote non-polluting measures.
 - C. Support regional recycling efforts.
- II. Recycle reusable products.
 - A. Use china plates and cloth napkins.
 - B. Sell or give away old clothes.
 - C. Use cloth diapers.
 - D. Recycle newspapers and other paper products.
 - E. Recycle glass bottles and jars.
 - F. Separate recyclables from garbage.
 - G. Recycle aluminum and steel cans.
 - H. Recycle or reuse plastic containers.
- III. Support environmentally responsible businesses.
 - A. Oppose companies that pollute the environment.
 - B. Buy environmentally safe products.
 - C. Support businesses that cut down on excess packaging.
 - D. Buy products in bulk lots to reduce packaging.

Conclusion: By taking an active role in fighting pollution in our environment, all individuals can help to solve this world-wide problem.

The following essay was written using the preceding outline. As you read it, notice how each paragraph is developed. Also, pay attention to the introduction. Where is the thesis statement? Does the introduction effectively catch the reader's attention? Does the essay follow the outline?

Attacking Environmental Problems

The protection of our environment is a hot topic today. Everyone talks about it, but no one seems to know what to do about the problems of cleaning up our world. People say, "I am really concerned about the environment, but I am only one person. What can one person do to make a difference?" Instead of shrugging our shoulders and silently lamenting our lost paradise, we must begin to look at the ways each person can make an impact on improving environmental conditions. Individuals can take several steps to reduce the present environmental problems.

The first step is a political one. Citizens must get involved in the governing processes that lead to protection, not destruction, of our environment. Money speaks the loudest of all; we can support right-thinking candidates with our contributions and our volunteer efforts. We can also actively support community efforts at recycling by encouraging our relatives and friends to participate in the programs.

Another way to defend our environment is to change our habits of buying and discarding products. Everyone can contribute to recycling efforts by using only products that can be reused. At the supermarket, we can pass by the paper plates, napkins, and diapers. It may take more effort on our part to wash more dishes and do more laundry, but our landfills will not become enormous trash-filled burdens on our children and their children if we stop throwing away tons of paper products. Other ways to cut down on waste include recycling newspapers and other paper publications, glass bottles and jars, aluminum and steel cans, and plastic containers. It takes a bit of planning and extra time to separate recyclables from other trash, but each individual *can* make a difference by making the effort.

Finally, individuals can make political and economic statements to the community by supporting environmentally responsible businesses. We can eat only at fast food restaurants that use recycled paper products and avoid those companies that pollute the environment. Everyone can check labels for packaging and ingredient information to avoid buying products that are not environmentally safe. Letter-writing campaigns and letters to the editors of newspapers might encourage businesses to cut down on excess packaging. We can also buy products in bulk lots to reduce the amount of packaging needed. Smart businessmen will take notice of sales volumes that increase because of their environmental responsibility or, conversely, decrease because the public refuses to support wastefulness and harm to our world.

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It may be true that one drop of water will not fill an ocean; however, if we put many drops together, we can begin to make a difference. By taking an active role in fighting pollution in our environment, all individuals can help to solve this world-wide problem.

In the traditional outline, Roman numerals are used to introduce large, general topics in the body of the essay. The ideas after the Roman numerals will be found in the topic sentences of the supporting paragraphs of the body of the essay. The sentences after the letters (A,B,C) under the Roman numerals are *supporting details* of the essay. Every detail supports the idea above it in the outline. The idea of supporting details was introduced when you practiced writing paragraphs. Just as the details in A, B, and C support the topic sentences, each topic sentence supports the thesis statement.

For a more detailed outline, divide any supporting detail by using Arabic numbers (1, 2, etc.) and even further subdivide with lower case letters (a,b,c), if necessary. Remember, however, that outlining means dividing ideas into groups; this means that for every Roman numeral I, there must be a number II because you cannot divide something into fewer than two groups. Likewise, for every A, there must be a B. These are the rules for writing a formal outline.

Example:

- I. Topic sentence
 - A. Supporting idea
 - 1. detail
 - 2. detail
 - B. Supporting idea
- II. Topic sentence
 - A. Supporting idea
 - 1. detail
 - 2. detail
 - 3. detail
 - B. Supporting idea
 - 1. detail
 - a. smaller detail
 - b. smaller detail
 - 2. detail

Exercise I. Organizing Notes into an Outline

With the thesis statement as a guide, use the form on the next page to organize the following notes into an outline. Find the more general and encompassing statements that should become topic sentences after Roman numerals. Which ideas should support each of these more general ideas? Which of the notes are “examples” of other ideas?

Thesis: Tennis has become a highly popular sport in the United States for several reasons.

Notes:

- Many public parks have tennis courts.
- Top professional players can become rich.
- Tones thigh muscles.
- Women can compete against men.
- Equipment and playing areas are simple and widely available.
- Martina Navratilova has become extremely wealthy.
- Almost constant motion—a lot of muscle exercise.
- Player's size not significant factor.
- Increases player's strength.
- Some large public high schools have indoor courts in sports centers.
- Good financial prospects for players.
- A small child could play with a parent.
- Good exercise (uses all parts of the body).
- Free indoor and outdoor courts are often available.
- Professional players make fortunes from product endorsements.
- A net and painted lines make up playing field.
- Football player could compete with housewife.
- Players are often paid to advertise tennis equipment.
- Good for lungs (running increases oxygen intake).
- John McEnroe became a millionaire through tennis.
- Trims waist.
- Racquets and balls—relatively inexpensive.

Exercise 2

Thesis: Tennis has become a highly popular sport in the United States for several reasons.

(As a guide, some of this outline has been filled in.)

I. Good financial prospects for players.

A. _____

1. _____

2. _____

B. _____

1. *Martina Navratilova has become extremely wealthy.*

2. _____

II. _____

A. _____

B. _____

C. *Trims waist.*

D. _____

E. _____

III. _____

A. _____

B. _____

C. *Free indoor and outdoor courts are often available.*

1. _____

2. _____

IV. _____

A. *A small child could play with a parent.*

B. _____

C. _____

Exercise 2. Revising an Outline

Sharing your ideas with your classmates can help you to organize your ideas as well as to decide on appropriate supporting material for your compositions. In this exercise, your teacher will arrange you in pairs to examine an outline for an essay on living a healthier life. With your partner, decide if anything important has been left out. Can you add supporting details to section III? Should any of the items, including the major

supporting ideas, be in a different order? Can you add supporting examples or details?

Remember that an outline is just a working tool. It is not a permanent, unchangeable form. You may revise it at any time during the process of writing an essay. Write a revised form with your partner on a piece of paper.

Toward a Healthier Life

Thesis: You can lead a healthier life if you take certain steps.

(Purpose: to encourage the reader to lead a healthier life.)

I. Correct any bad habits you have.

- A. Stop smoking.
- B. Drink less alcohol.

II. Eat better.

- A. Watch fat in your diet.
- B. Include food from all food groups.
- C. Cut down on sugar.

III. Exercise regularly.

WRITING THE CONCLUSION OF THE ESSAY

The conclusion of an essay should direct the reader's attention to the essay's main points and sustain them. Imagine a mystery story in which you were not given the solution or a fairy tale that did not end with "and they all lived happily ever after." Having spent a lot of time planning and writing your essay, you certainly want a satisfying conclusion.

As with the introduction, the actual form of a conclusion depends on the type of essay. The different types of conclusions include some of the same devices suggested for introductions, such as quotations, questions, and anecdotes, but they usually refer to material that has been presented in the body of the essay. The following types are frequently used. A conclusion may also contain a combination of these types.

Result: This type of conclusion is well suited to a process/analysis essay such as the ones you will work on later in this chapter. A process essay can be concluded by giving the result or results of the process that has been described.

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THE ESSAY

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Conclusion depends on include some of the situations, questions, as been presented recently used. A con-

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After you have prepared your delicious Texas-style ribs, it is now time to enjoy the wonderful dish you have prepared. Set your table attractively with a lot of napkins for messy fingers. Fill each glass with sparkling red wine, take off your apron, sit down, and begin to taste your succulent meal. You will never want to eat ribs cooked any other way. Bon appetit!

Restatement (summary): In this most common type of conclusion, the main idea is restated in different words to reinforce (for one last time) the writer's main points. In a short essay, this type of conclusion would not be appropriate, but for a long essay with an extended discussion, it is very useful.

It is clear, then, that Native Americans in the United States are still faced with significant problems. Each tribe still wants to keep its own traditions and customs. However, the young people want to enter the modern world shown to them on television and in the movies. They are anxious to have an education and a good job, but they have trouble adjusting to life in the city. In addition, Native Americans are still discriminated against. They have lost self-confidence and pride, which may be the largest challenge they must meet.

Prediction: An essay that expresses an opinion or point of view may end with a prediction. After a summary of the main points, the writer says what will happen next or in the future. In the following example, underline the prediction.

The third stage of development of the "smart" highway is still many years in the future. Although the University of California at Berkeley is presently studying a remote guidance system that will allow cars to follow a painted stripe on a highway, the ultimate system still faces many obstacles. All indications are, however, that we can look forward to a time when we will get in our cars and settle back with our paper and coffee, leaving the driving up to the highway and the car. The future may not be so far away.

Recommendation: A recommendation is most common when the writer has discussed a problem, perhaps given its causes, and now wishes to suggest a solution. In the next conclusion, the writer follows a short summary with a recommendation. Underline the recommendation.

It is obvious from what has been said that most students who study in a foreign country face some of the same difficulties, culture-shock and loneliness being the most prevalent. Therefore, I suggest that before going to a foreign country to study, each student should be required to study not only the new language but also some of the cultural differences between the native country and the new one. Most importantly, each student

should be assigned a host family to help make the transition to the new lifestyle less traumatic and lonely.

Quotation: A quotation can give credence to what has been written about, especially if an authority in the field is quoted. In the example, the quotation adds authority to the author's main point.

Thus, despite tremendous advances in computer technology, the kind of robot found in science-fiction movies is still a long way off in the future. According to MIT electronics expert Phillip Masterson, "Someday, we will be able to go into our local discount store and buy a mechanized robot that will take our commands, do our housework, and make our lives easier." Until that time, we can only dream of such mechanical humans.

In any conclusion, don't introduce an idea that you have not discussed in the body of the essay. This should not happen in a carefully planned essay, but if it does, insert the idea appropriately in the body of the essay.

Exercise 3. Writing Conclusions

Read the following essays. For each one, note the thesis statement and supporting detail. In the space provided, add an appropriate concluding paragraph. What type will you use? (This may be done as a group activity.)

How to Write an Essay

by Deborah Kresyman

Have you ever felt that it was an impossible task to write an essay? Have you ever said to a teacher, "I know what I want to say, but I just can't write it down"? Most of us feel that writing an essay is an arduous, painful task, but we can make that task much easier if we keep in mind the basic parts of an essay.

First, we need to write an introduction. This introduction is a very important part of our task because it must have the main idea or thesis of our essay in it. It should be clearly written with the help of some key words that act like tools to limit the discussion. For example, if we choose to write about food, we know that it is a vast topic, and we necessarily must limit it with key words such as *delicious*, *nutritious*, or *inexpensive*. Each of these key words limits our topic and helps us plan the next step of the essay.

Next, we plan and write the body of the essay. It consists of several paragraphs, each of which should include a topic sentence closely related to and supporting the thesis. For example, if the thesis statement about food contains a key word such as *nutritious*, we can develop the topic sentences for our paragraphs with ideas about vitamins, proteins, or minerals. Also,

we can use several methods of paragraph development such as examples, details, contrast, or facts and statistics to support our main idea. If we are writing about nutritious food with a paragraph containing a topic sentence dealing with vitamins, we can give examples of vegetables or fruits supplying these essentials.

Finally, we must write the last part of the essay: the conclusion. Essentially, this part is a summary of the ideas in the essay. It must give the reader a clear idea of the connection between the body and the introduction, often with the purpose of the writer restated, and it should not include any new material.

Conclusion:

Choosing a College

by Lorenzo Martinez

Many factors influenced me in choosing a college at which to continue my education. From the beginning of my senior year in high school, I had been looking for the college that was right for me. Although the reputation of the college was perhaps my first consideration, I also studied other advantages. Because of its location, financial arrangements, and special programs offered, I decided to attend Maryvale Community College (MCC).

One reason I chose this college is that it is very convenient for me. Since the campus is located near my neighborhood, I can live at home while I attend classes. Although I do not have a car, taking the bus to MCC is not too inconvenient. I have to transfer once, but the trip takes only 30 minutes and there are frequent buses. Sometimes, when the weather is nice, I ride my bike to the campus. Since there are few hills between my home and the college, going by bicycle is even faster than the bus trip.

Another reason is the tuition. Tuition at MCC is lower than that of most four-year colleges, and student financial aid is available. For in-state students, the cost per semester credit is currently \$50.00, which is very reasonable. Even though tuition for out-of-state students is nearly three times that amount, it is still less than tuition at private colleges. Also, as a community college, MCC was designed for students who live at home, which saves a considerable amount of room-and-board money. Furthermore, I can get a low-interest loan from the federal government to help cover my costs. There are also some scholarships and work-study

programs for students who need them. In fact, by going to MCC, I will not have to worry about financial matters much at all.

Most important, however, is the fact that there are English as a Second Language classes that help foreign students improve their English communication skills. When they first arrive at the college, students who have studied little or no English in their home countries need a lot of special help in the language. The four levels of ESL courses available are especially designed for these students. The program also provides labs for listening skills and computer-assisted instruction. Because I need more work on my English, this program is a great benefit for me.

Conclusion:

Exercise 4. Writing More Conclusions

A thesis statement and supporting topic sentences are provided. In the blanks that follow each group, write an appropriate conclusion, using one of the types suggested in this chapter (result, restatement, prediction, recommendation, or quotation).

A. Thesis: Attending college is much more difficult than attending high school.

1. Once we attend college, many of us are working, often full-time.
2. The course requirements are much more demanding.
3. We are responsible for choosing our courses and making sure we meet the graduation requirements.
4. We are forced to make difficult career decisions at this point in our lives if we have not done so already.

Conclusion:

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B. Thesis: The computer age is affecting our lives in more ways than we ever imagined.

1. It is affecting us in the area of entertainment.
2. It is affecting us in the area of business.
3. It is affecting us in the area of education.

Conclusion:

C. Thesis: Walking has become very popular in the United States for several reasons.

1. It is relatively inexpensive, requiring very little equipment.
2. It is excellent for the health, especially for the cardiovascular system.
3. It is good for the morale of the participant.

Conclusion:

D. Thesis: A library is much more than a place to check out books to read for entertainment.

1. It offers audio-visual material: films, records, and tapes.
2. It provides much public-information material, including college catalogs, employment listings, and minutes of public meetings of concern to the citizen.
3. It offers story hours, movies, crafts, concerts, and summer and holiday programs for children.
4. It offers research materials and expert aid by professional librarians for the serious academic.

Conclusion:
