

Handout 3

Task

Write a cause-and-effect paragraph.¹

Use one of the topics below:

- *The cause or effect of telling lies*
- *The cause or effects of online dating*
- *How travelling the world affects life and personality*
- *A topic approved by your instructor*

You might want to use the nine writing tips from the next page.

Deadline: 28 September, 9.00 am.

Submit through Moodle.

This task is Timely Submission.

¹ Adapted from: Bauer, J., Boyle M.S., Stapleton, S. (2016). Final Draft 2. Student's book. Cambridge, UK: Cambridge University Press.

Writing tips

1. Complete the outline below with ideas for your paragraph.

PARAGRAPH OUTLINE	
Paragraph head	
Effect 1	
Detail	
Effect 2	
Detail	
Effect 3	
Detail	
Concluding sentence	

2. Make your paragraph as clear and vivid as possible.
3. Add a title.
4. Check that all sentences have subjects and verbs.
5. Check that you used adjectives correctly.
6. Check that you did not include run-on sentences, fragments, choppy sentences, loose sentences, and non-parallel structures.
7. Ask a friend to proofread your first draft. Fix any errors.
8. Make a note of errors that were most frequent. Try to avoid them as you write.
9. Write your final draft and hand it in.