### Specifications for Writing a Section

This document specifies the marking criteria for the structure and content of sections

A section typically contains the following three components.

|  |  |
| --- | --- |
| COMPONENT | FUNCTION |
| Introductory paragraph | 1. To introduce and clearly state the main ideas you intend to develop in the section 2. To link back to your introduction or the immediately preceding section 3. To make sure that all the paragraphs in the section are related to the your introductory sentence |
| Paragraphs which develop or elaborate the ideas in the introductory sentence | Follow the instructions in the document **How to write a paragraph** in the folder **Evaluation criteria for written assignments** in the **Assessment Information module** on Canvas. |
| Concluding paragraph | 1. To draw together the information you have presented in the section by:    1. summarising the points you have made    2. using words or phrases you have used in the introductory paragraph 2. To qualify the views expressed 3. To introduce the next section (If there is one)and link the current section to the next section by:    1. introducing a word/phrase or new idea which will then be picked up in the introductory paragraph of the next section    2. using words or phrases that point ahead, for example, *the following, another, other* |

This material was adapted from Mod 3 Unit 2 of the Write Site <http://writesite.elearn.usyd.edu.au/>