

MATH300 Writing Assignment 3 - Paper Outline (Due Sunday, 3/3)

The goal of this assignment is to prepare an outline that contains most or all the ideas that will appear in the final term paper. The outline should briefly describe what you plan to include in the text. This will help you focus on points you need to mention in your paper. Follow these steps:

- Step 1** Create a list of sources you can use based on the information you will need (websites, articles and reference books).
- Step 2** Read the *(Short) Term Paper Description* PDF in Canvas.
- Step 3** Identify the research problem: the focal point from which the rest of the outline flows. Try to sum up the point of your paper in one sentence or phrase. It also can be a key to deciding what the title of your paper should be.
- Step 4** Identify the main categories (key points, or future sections of content). What main points will you analyze? The introduction describes all of your main points; the rest of your paper can be spent developing those points.
- Step 5** Create the first category (key point). What is the first point you want to cover? If the paper centers around a complicated term, a definition can be a good place to start. For a paper about a particular theory, giving the general background on the theory can be a good place to begin.
- Step 6** Create subcategories (supporting ideas) . Create points under it that provide support for the key point . Have at least two for each category.
- Step 7** Repeat Steps 5 and 6 to create other categories and their subcategories. The number of categories that you use depends on the amount of information that you are trying to cover (have at least three, but no more than five).
- Step 8** Create a document (your outline) that will help you to sort and organize your data. It must be typed (double space with margins 1 inch wide.) Your outline should be approximately two pages in length.

Use the layout on the following page, keeping in mind that your outline should be in sentence form (that means that each section of the outline must be in complete sentences):

Continued on next page...

Paper Outline
 Student Name
 Topic Name

I. Introduction: State the focus of your paper in one or two complete, declarative sentences. (see Step 3 above)

II. Body: List categories (key points) that you will be describing in the paper and for each key point outline the topic sentence (must be a clear complete sentence) and supporting ideas (up to three complete sentences each). Cite sources for each supporting idea.

A. Key Point 1: A Descriptive Title

Topic sentence (main idea, point, or goal that you're trying to get across)

1. Supporting idea 1 (cite sources)
2. Supporting idea 2 (cite sources)
3. Supporting idea 3 (cite sources)

B. Key Point 2: A Descriptive Title

Topic sentence (main idea, point, or goal that you're trying to get across)

1. Supporting idea 1 (cite sources)
2. Supporting idea 2 (cite sources)
3. Supporting idea 3 (cite sources)

C. Key Point 3: A Descriptive Title

Topic sentence (main idea, point, or goal that you're trying to get across)

1. Supporting idea 1 (cite sources)
2. Supporting idea 2 (cite sources)
3. Supporting idea 3 (cite sources)

⋮

III. Conclusion: Create a key summary sentence that declares a wrap-up of concepts to begin this paragraph and/or final thoughts (at least two clear sentences).

IV. References: (see Step 1 above) should be in alphabetical order by last name. Any reasonable style of referencing is acceptable (e.g., MLA or APA). In addition, see the Bibliography section in the back of the textbook which uses AMS (American Mathematical Society) format.