# ESSAY WRITING

Carefully read the question.

Make a plan and work back from submission date

Look at the question. What are the key instruction words. Descriptive? Critical?

What key information is drawn from the module. What extra reading is required?

What are they not asking?

MINDMAP.COM

One idea per paragraph

500 words for intro and conclusions

Avoid ‘over-writing’ the remaining 4000 words, giving equal weight to the sections

1. Intro
   1. General statements
   2. Thesis statement
2. Body
   1. Topic sentence
      1. Support 1-3
      2. Conclusion sentence
3. Conclusion
   1. Restatement of the summary of the points. Final comment.

INTRODUCTION

It has 2 purposes

Show your understanding of the question, which includes showing how have you limited the question, so the reader can understand specifically the question you are answering.

Tell the reader how you will answer the question, including the structure of your essay, key examples you will rely on and an outline of the conclusion that will be reached.

Keep the introduction short, one or two paragraphs. Write a provisional introduction to guide the essay that can be rewritten when you finish the first draft

CONCLUSION

Should link back to the question

Summarise the main argument

How have you answered it

What are the main points

No new information is introduced here

GENERAL WRITING

Signposting between paragraphs. “Having discussed… a connected idea is.. I will now discuss’’.

MATRIX METHOD OF SOURCE READING

Author, title, method, result, key ideas,strengths, weaknesses, similarities with others, notes, my conclusions

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