

## **English II: Assignment**

### **Guidelines:**

- 1. Your 5-paragraph essay must contain the following structure:**
  - 1 Introductory paragraph including a thesis statement. (Underline the thesis statement)
  - 3 body paragraphs (Underline the topic sentence in each paragraph)
  - 1 Concluding paragraph
2. Each body paragraph must have its topic sentence, 3-4 supporting details, and a concluding sentence. Cohesive devices and linking phrases should be used to connect ideas and paragraphs in a logical manner.
- 3. Submit** the essay along with the final **Essay Outline**.
4. Use approx. **500-700 words** for the final essay.
5. Use **Times New Roman 12 font** and submit the essay as **MS Word doc. or docx.** in Microsoft Teams under Assignment I option.
6. Use **a cover page** with the following information:

Essay topic:

Submitted by:  
Full name, ID, Section, Course name, Name of the department, university

Submitted to:  
Course teacher's full name, Designation, Name of the department, university

Date of submission: (follow the format: July 30, 2020 or 30 July 2020)
- 7. Order of the assignment:** Cover page, Essay Outline, Full essay, Reference page (if required). Assignment should be submitted as a single word file.
8. **Plagiarism** (copying from any sources will result in either **zero or termination of assignment in the semester**). If you use any information, data, or ideas, acknowledge that in the reference page.

**Submission: by 11:00 PM, August 8, 2020 (Saturday).**

**No late submission.** Submit early to avoid the last-minute technical problem.