

1.13 Principle Requirements of Paragraph Development

1. Topic sentence: Topic sentence is a sentence that expresses the main idea of a paragraph. This is also known as key sentence or theme sentence.

2. Coherence: Coherence refers to the clear and logical thinking of ideas in a paragraph in such a way that a thought expressed in a sentence easily leads to the thought in next sentence and so on. The word coherence literary means Consistency. Four devices used to build up this coherence.

a. Pronouns: It is used as a substitute for a noun, and this always serves as a reminder of the noun in the earlier sentence. Thus, it maintains the continuity of thought.

b. Repetition: The repetition of some keywords or phrases in the paragraph serves not only to make the paragraph coherent but also to emphasize the author's point of view.

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c. Synonyms: Synonyms are substitutes for words already used and have similar meanings. This device is useful because it helps the writer to avoid excessive repetition.

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d. Connectives: These are words or phrases which usually occur at the beginning of a sentence to show the relationship between the new sentence and the preceding sentence. Examples of connectives : but, and, or, further, etc.

3. Unity- Unity refers to one as a whole or oneness. All the parts of a paragraph should contribute to one effect and lead to unified purpose. One idea should be expressed in one sentence and avoid too much lengthy sentences.

1.14 Devices or Methods or Techniques for Paragraph Development

1. Inductive Order Method:
When the matter consists of some details or known facts, the consideration of which leads to a conclusion, it is desirable to adapt the inductive method.

This is a logical arrangement, beginning with the supporting information available and concluding with a topic sentence or a conclusion.

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2. Deductive Order Method: The deductive method is the opposite of the inductive method. It reverses the arrangement of matter prescribed in the inductive method. When a statement is made in the beginning,

and it is followed by the facts that substantiate the assertion or suggestion made in the beginning, this method is adopted. In it, one starts with the topic sentence, and goes on to record the supporting facts.

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3. Exposition Method: These paragraphs explain how something works or what the reader is to do to make it work. Such paragraphs demand certain knowledge. Nevertheless, writing them is a great exercise to understand the material, because you keep learning when you teach.

In expository writing, linking words

like first, second, then, and finally are usually used to help readers follow the ideas.

Exposition is explanatory writing. Exposition can be an incidental part of a description or a narration, or it can be the heart of an article.

___ ***Amit Maurya***

4. Linear Method: Linear means 'consisting of lines' or 'one dimensional'. Each sentence leads to the next one in a paragraph, with the purpose of maintaining a forward movement; and each paragraph can be a step to take us to a goal.

A logical series can be made even a consecutive arrangement of information.

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5. Interrupted method:

Whenever the writer gives a break to the line of thought and gives a turn to the idea to produce the desired effect, he uses this method. The punctuation marks , () _! (comma, parentheses, em dash, exclamation mark) serve as interrupters and add emphasis to the sentences.

The interrupt the flow of sentences by breaking chunks of ideas. Remember, interrupters can be words, phrases, or punctuation marks.

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6. Spatial Order Method:

When the matter refers to certain areas, an area-wise arrangement of the matter must be preferred to present it systematically. This method helps the reader to visualize what he sees and, therefore, it is better to understand the physical qualities of the subject matter

7. Chronological Method:

When the matter refers to some developments in terms of time, a chronological order introduces system in its presentation. This order is preferred in historical narrations.

— ***Amit Maurya***

1.15 Technical style

⌘ Style in technical communication is the way one speaks or writes to convey technical information.

⌘ Style in technical communication depends on the audience, the communicative context, and the purpose of communication.

⌘ Style is formal in a technical report or professional presentation and informal as a personal letter or

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