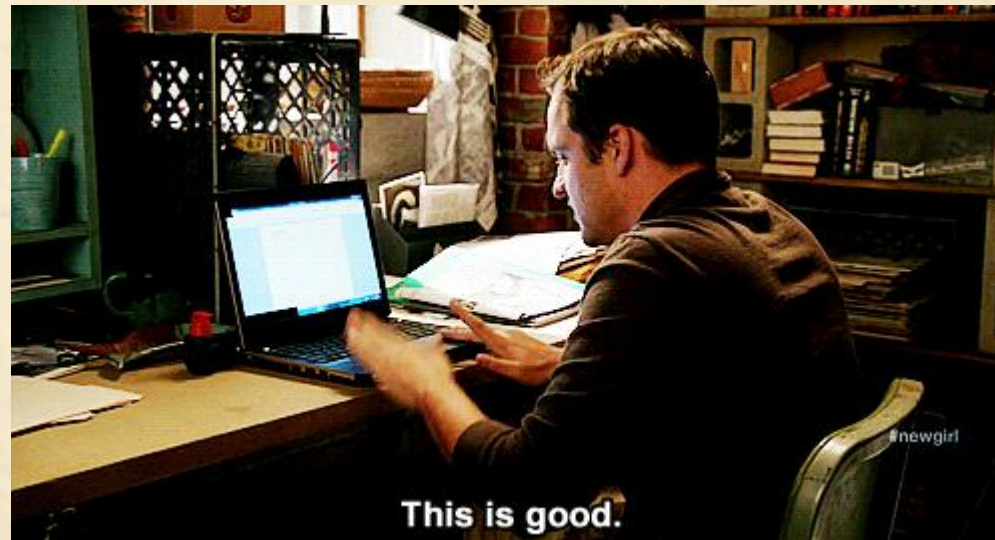


# Writing 2101

## Lecture 3



# Today's Class

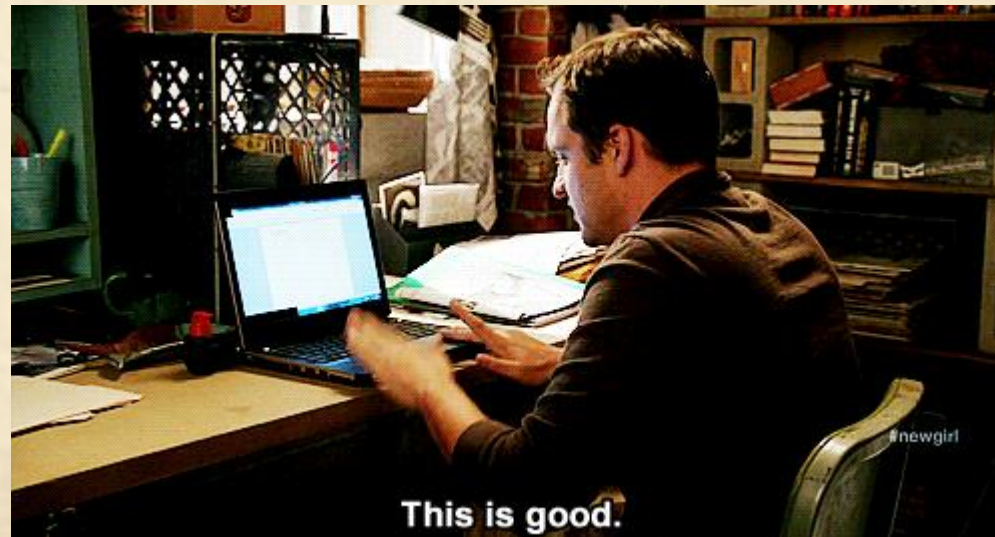
Next week... reading & library 'tour'

Assignments – in-class vs asynchronous

Take up Quiz

Continuing the Step-by-Step Essay writing process...

Adding in research...



# Quiz

1. How long should a paragraph be?
2. What is a thesis?
3. What two things does every sentence have?
4. Name two different functions that a sentence can perform.
5. Which documentation style is used for English?

# Step-By-Step

Step 1

Topic? Purpose?

Step 2

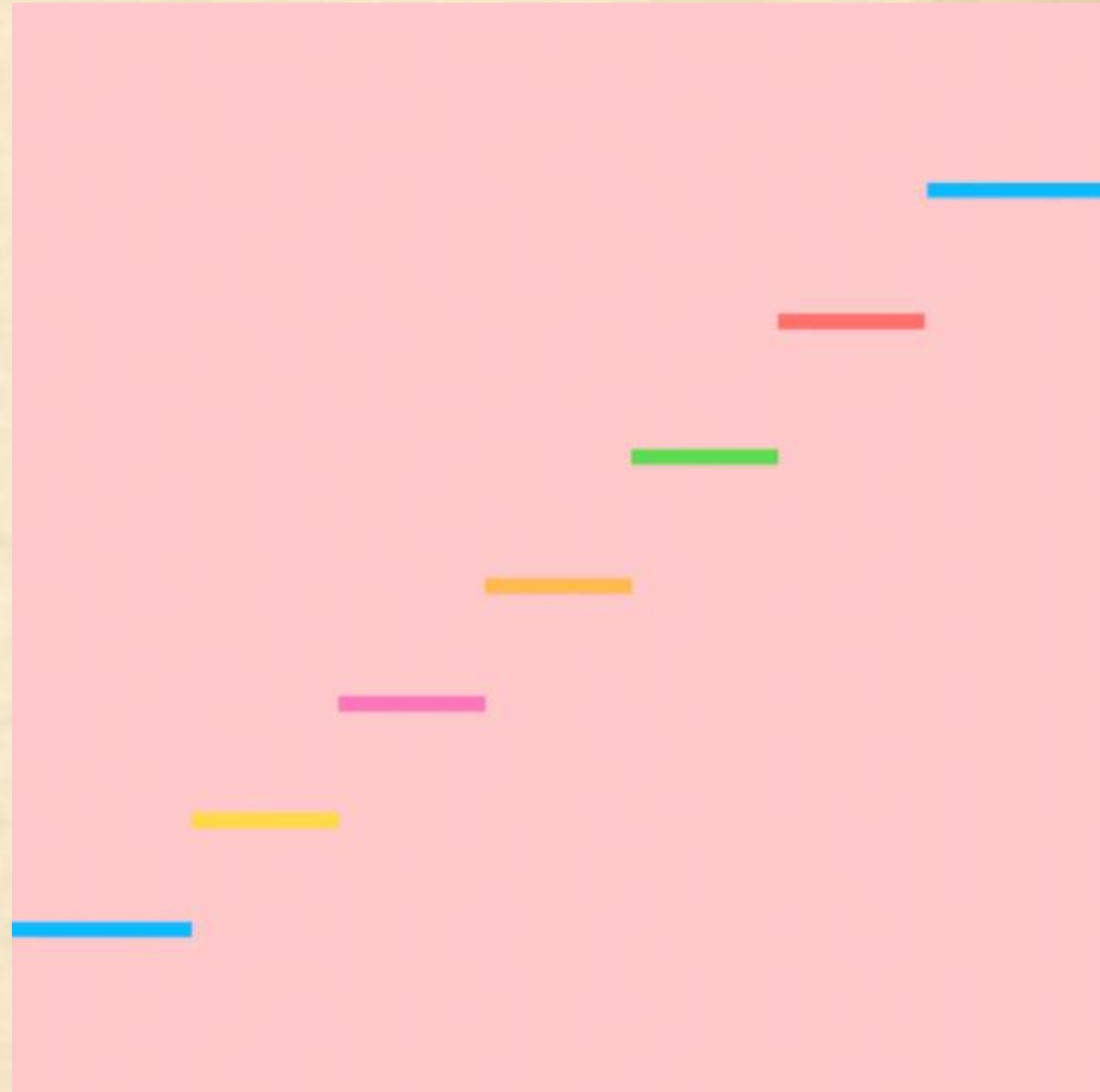
Brainstorm

Step 3

Tentative Working Thesis

Step 4

Outline





# Step Five?

Introduction

How long?

Should be ONE paragraph

Should be focused



GRABBER

THESIS

MAIN  
POINTS

# Why the Introduction first?

1. Most important paragraph – first impression
2. So you stay focused
3. Forces you to consolidate your ideas
4. Sets the tone

The White Rabbit put on his spectacles. "Where shall I begin, please your Majesty?" he asked.

"Begin at the beginning," the King said gravely, "and go on till you come to the end: then stop."



# Grabber

Want the reader to read on...

Make a good first impression.

What can you use for a grabber?

1. Question
2. Anecdote
3. Shocking statement
4. Statistic
5. Quotation
6. Rhetorical Question

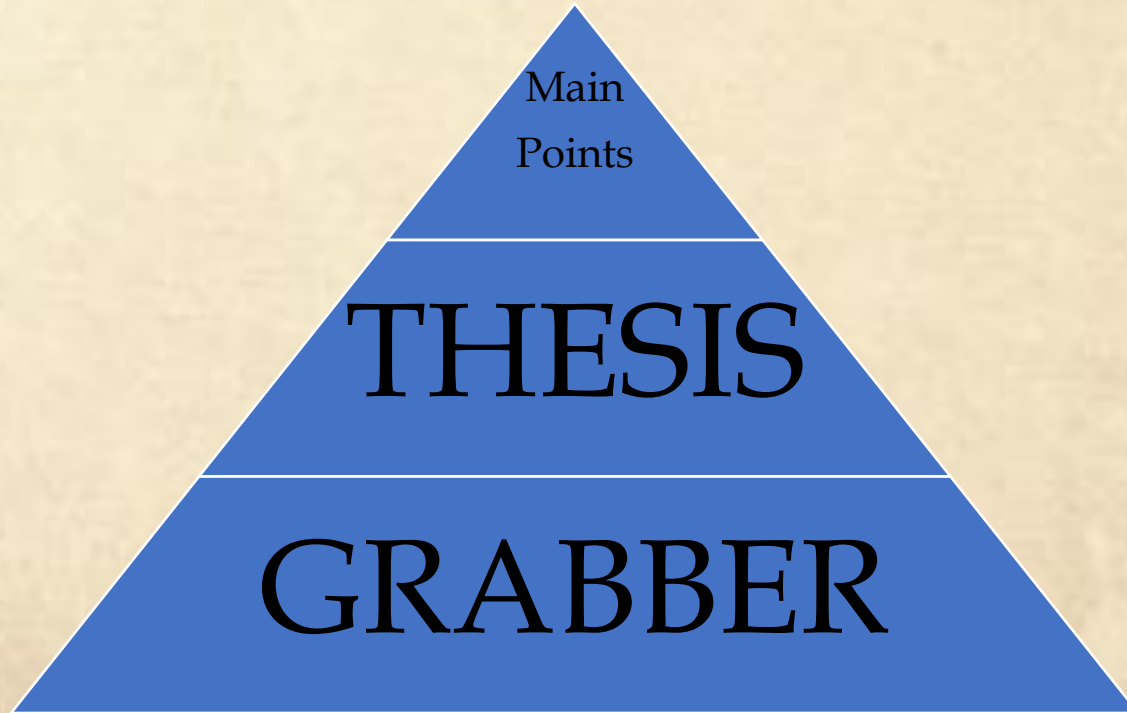


# Step 6?

## Conclusion

Same parts as the introduction but **NOT** the **SAME**

Need to leave your audience with a strong impression



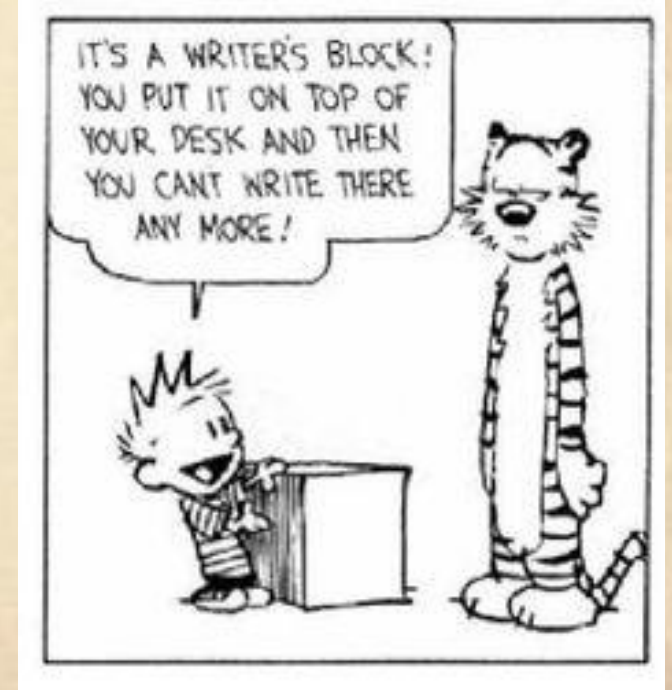


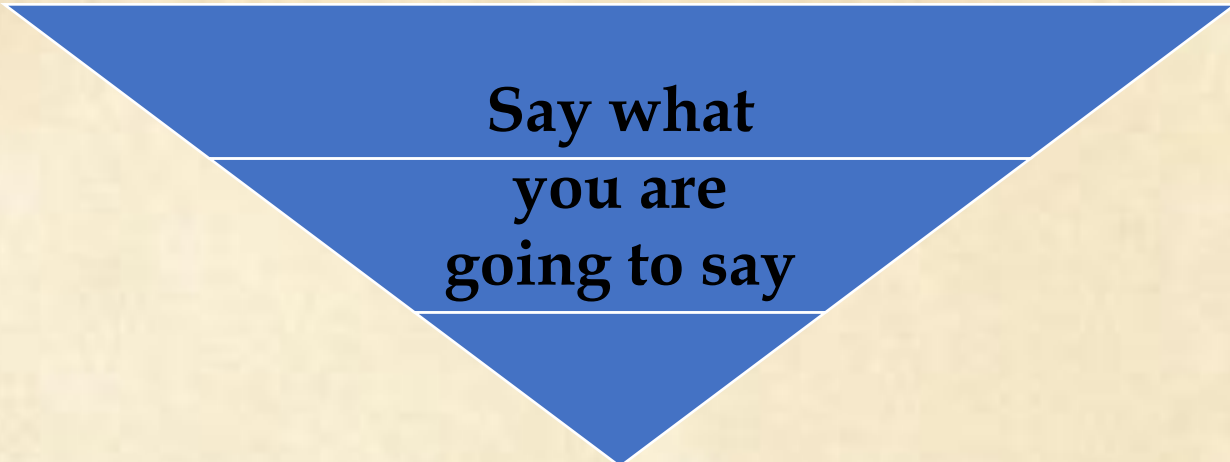
# Step 7

## Body

Approximately 4-5 paragraphs.

Each point in your outline becomes a sentence...

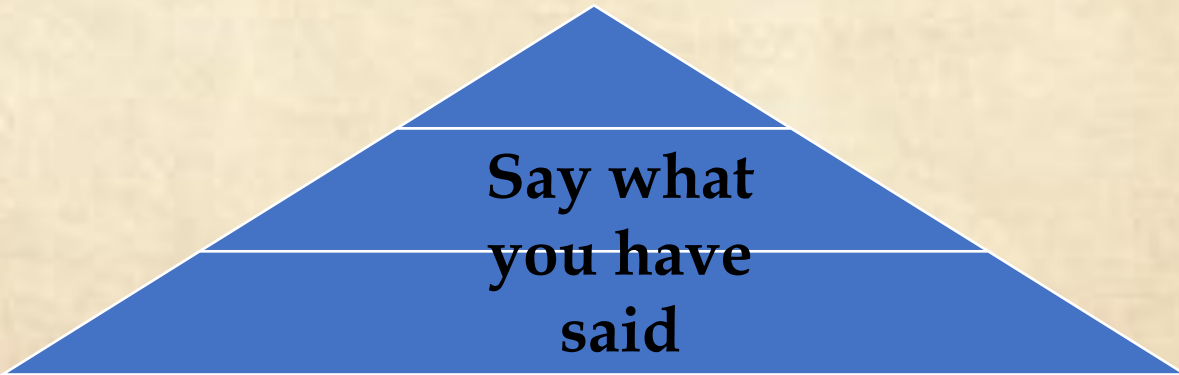




**Say what  
you are  
going to say**



**Say it**



**Say what  
you have  
said**

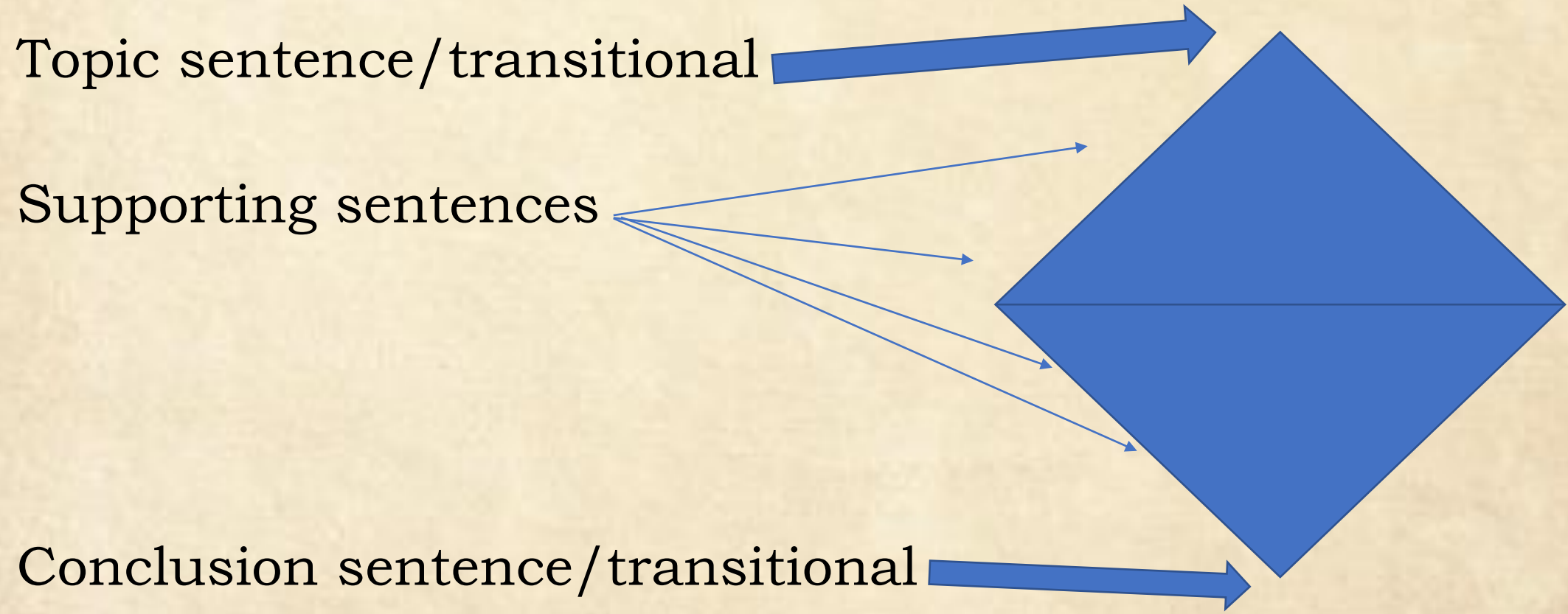
# Paragraphs...

Approximately 3-10 sentences

Long enough to develop an idea, create an effect, and advance the piece of writing that it's a part of.

Start with a topic sentence to announce the focus of the paragraph.

# Typical Paragraph Structure





# Transitions

Need to happen smoothly between

1. Sentences
2. Paragraphs
3. Ideas

| TRANSITION WORDS IN ENGLISH  |                              |                       |                    |
|------------------------------|------------------------------|-----------------------|--------------------|
| Emphasis                     | Addition                     | Contrast              | Order              |
| Undoubtedly                  | Along with                   | Unlike                | Following          |
| Unquestionably               | Apart from this              | Nevertheless          | At this time       |
| Obviously                    | Moreover                     | On the other hand     | Previously         |
| Particularly / in particular | Furthermore                  | Nonetheless           | First/ firstly     |
| Especially                   | Also                         | Despite / in spite of | Second/ secondly   |
| Clearly                      | Too                          | In contrast (to)      | Third/ thirdly     |
| Importantly                  | As well as that              | Contrary to           | Finally            |
| Absolutely                   | Besides                      | Whereas               | Subsequently       |
| Definitely                   | In addition                  | Alternatively         | Above all          |
| Without a doubt              | Not only...but also          | Conversely            | Before             |
| Indeed                       | In addition to this          | Even so               | Last but not least |
| It should be noted           | Additionally / an additional | Differing from        | First and foremost |

# Between Sentences

1. Use chronological order
2. Logical order of points
  1. Cause/effect
  2. Problem/solution
  3. Question/answer
  4. General to specific/Specific to general
  5. Abstract ideas to concrete examples
3. Transitional expressions
4. Parallel structures
5. Repeat key words and phrases



# Between Paragraphs

1. Repeat key words
2. Use parallel structure
3. Use transitional phrases/devices



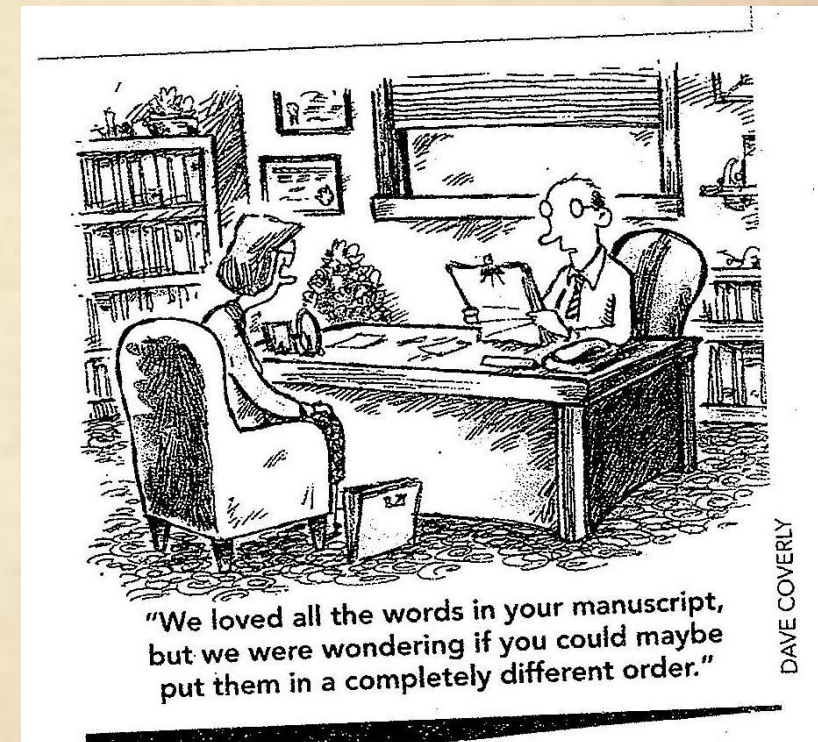


# Step 8

How many people are ready to submit?

## Revision

After Step 7, you have a ROUGH draft.





# 3 Main Areas to Check/Edit

## 1. Technicalities

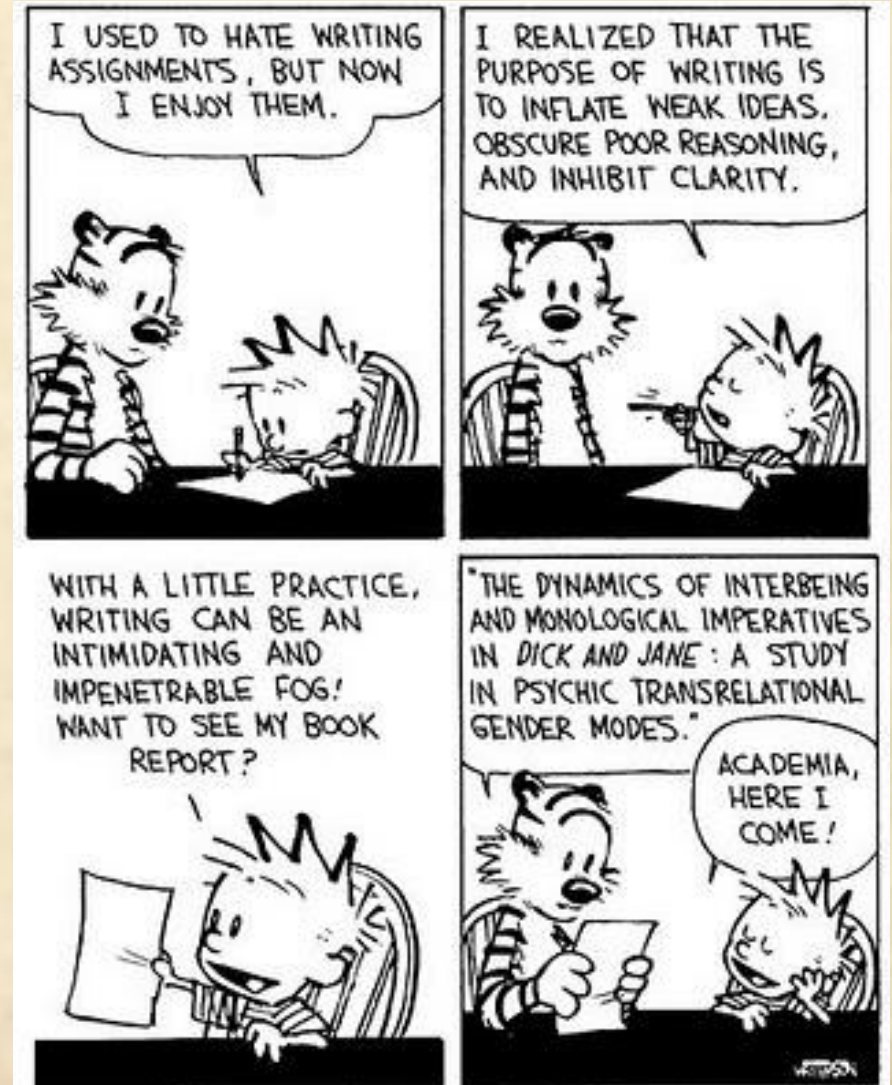
1. Diction
2. Sentences
3. Punctuation
4. Grammar
5. Spelling

## 2. Content

1. Unity
2. Smoothness
3. logic

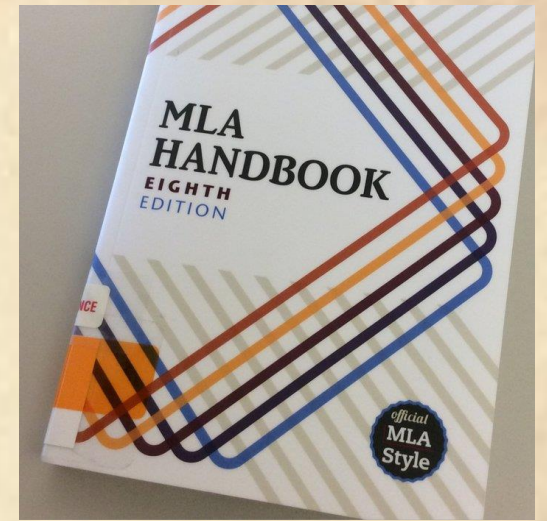
## 3. Structure

1. Introduction
2. Body
3. Conclusion

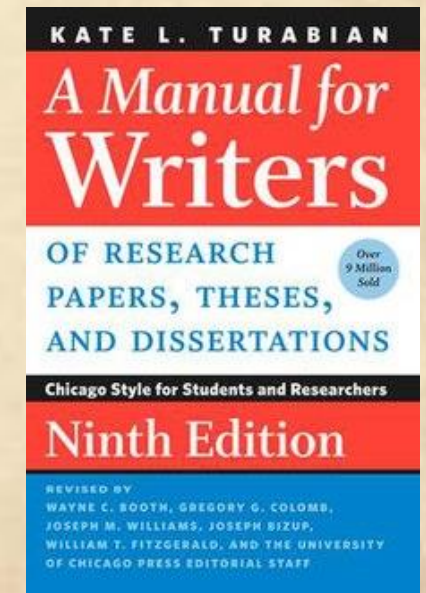
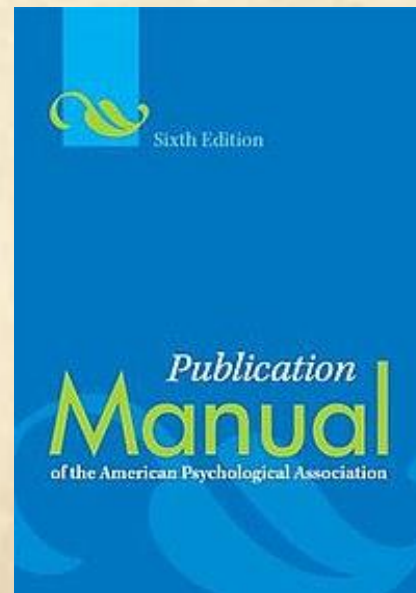
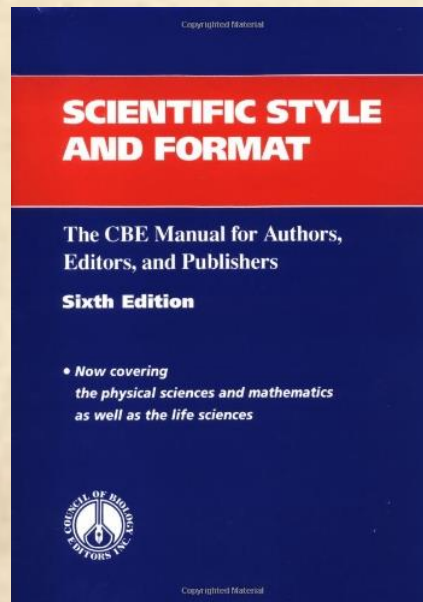


# Step 9

## Format: Finishing Touches



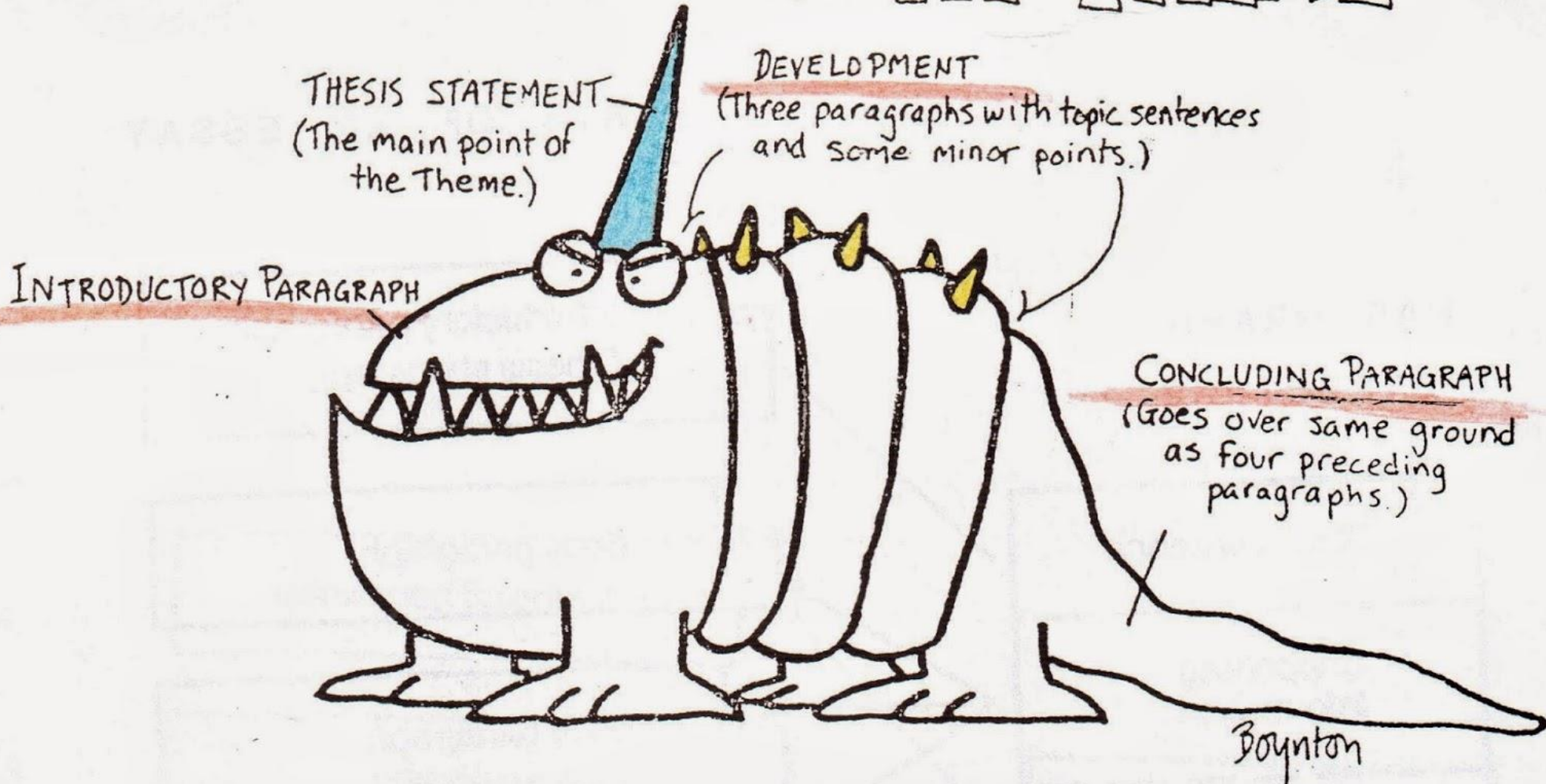
Be sure to follow the directions of the assignment or the assigned documentation style. If you aren't sure ASK!





Boynton/Cook, Publishers PRESENT

# The FIVE-PARAGRAPH THEME



# Essay Assignment

Write a short 2-3 page (750-1000 words) essay on your topic (that you MUST receive from me). Purpose should be informative and based only on what you know about your topic – NO RESEARCH!

Essays should be double spaced, in Times Roman, 12pt.

Numbers should appear in the top right corner of every page with your last name as a header.

Include an identification block.

Centre your title – no underline, bold, or quotation marks.

**SUBMIT AS A WORD DOCUMENT!!!**

**Upload a WORD document under the assignment tab by the beginning of class: May 26, 2021. PDF files will receive NO written feedback and will have 5 marks deducted.**



# First page....

Macklem 1

Lisa Macklem

Professor Stupendo

Writing 2101

1 February 2021

The Best Essay You Will Ever Read

Begin your essay by catching my attention.

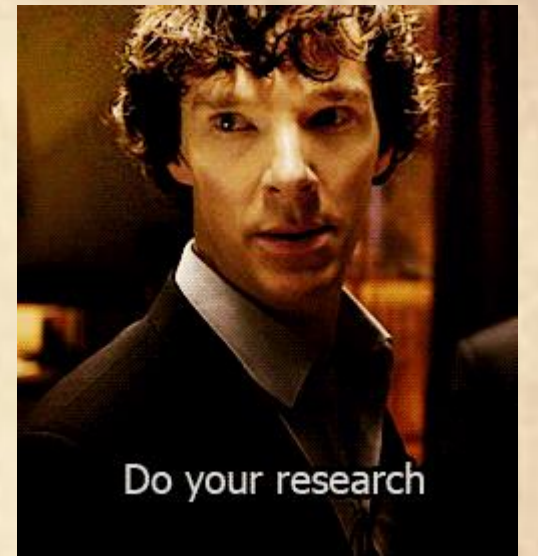
# Next Assignments...

Proposal assignment

Annotated Bibliography

Peer Review

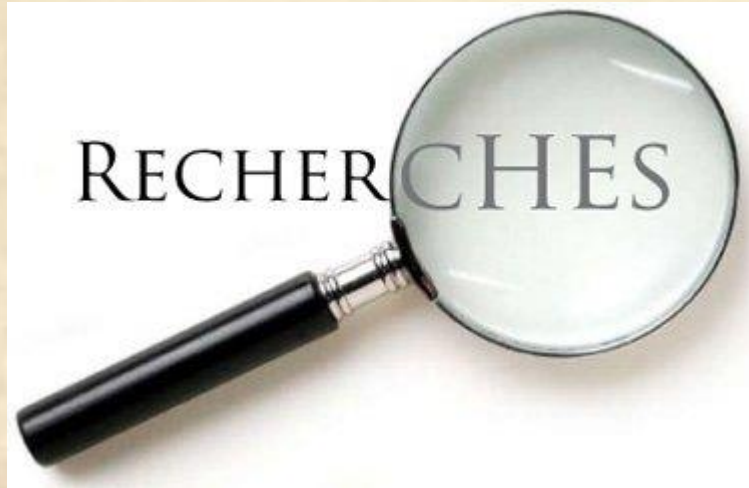
Essay #2: An argumentative/persuasive paper on a topic of your choice.



# Reasons for Researching?

What might you research for on any given day?

Valuable job skill!







# Valuable Skills...

Think

Organize

Evaluate

Summarize

Argue

Manage your time

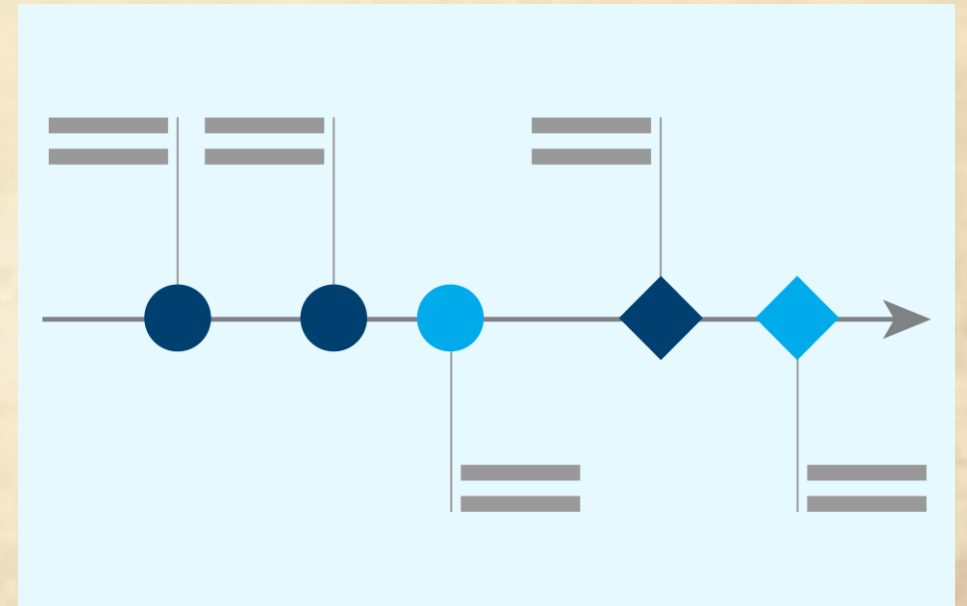
Manage a project

# Back to the step-by-step process

1. Pick a topic & consider your purpose.

**AND CREATE A TIME LINE**

Three main purposes – informative, persuasive, entertaining



# What is the difference between facts and opinions?

## Opinions

Can be proven

Subjective

50% agree

## Facts

Can be proven

Objective

99% agree

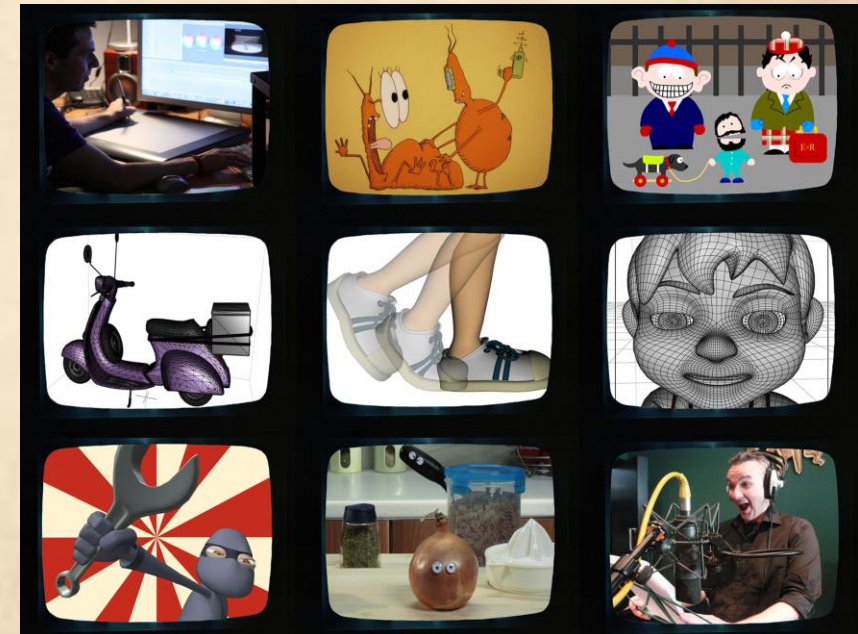




## Step 2: Generating Ideas or Brainstorming

Use experiences, courses, hobbies, reading, current events.

**Exercise: Come up with three subjects/ideas for each category.**





# Step 3: Tentative working thesis

Be sure to consider your purpose again at this stage.

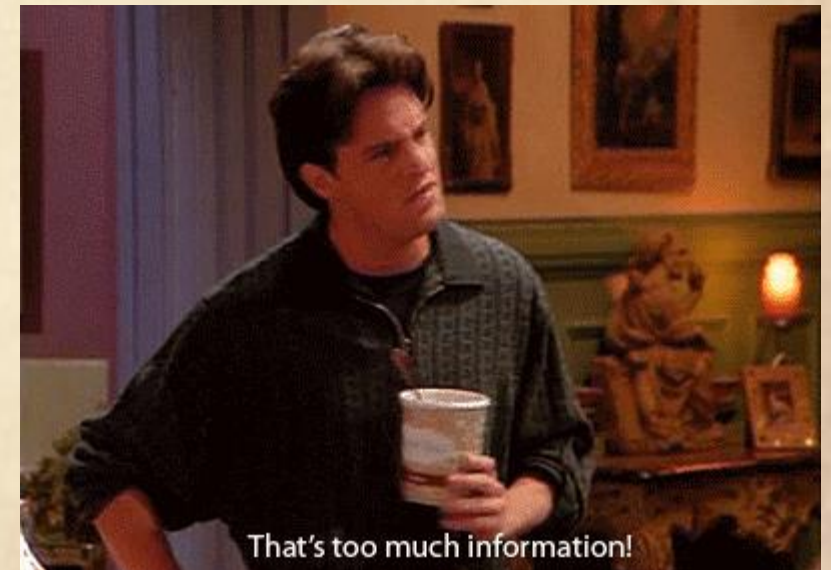
Try to generate more than one possible thesis.

Step 4: A very tentative outline...



# Step 5: Preliminary Research

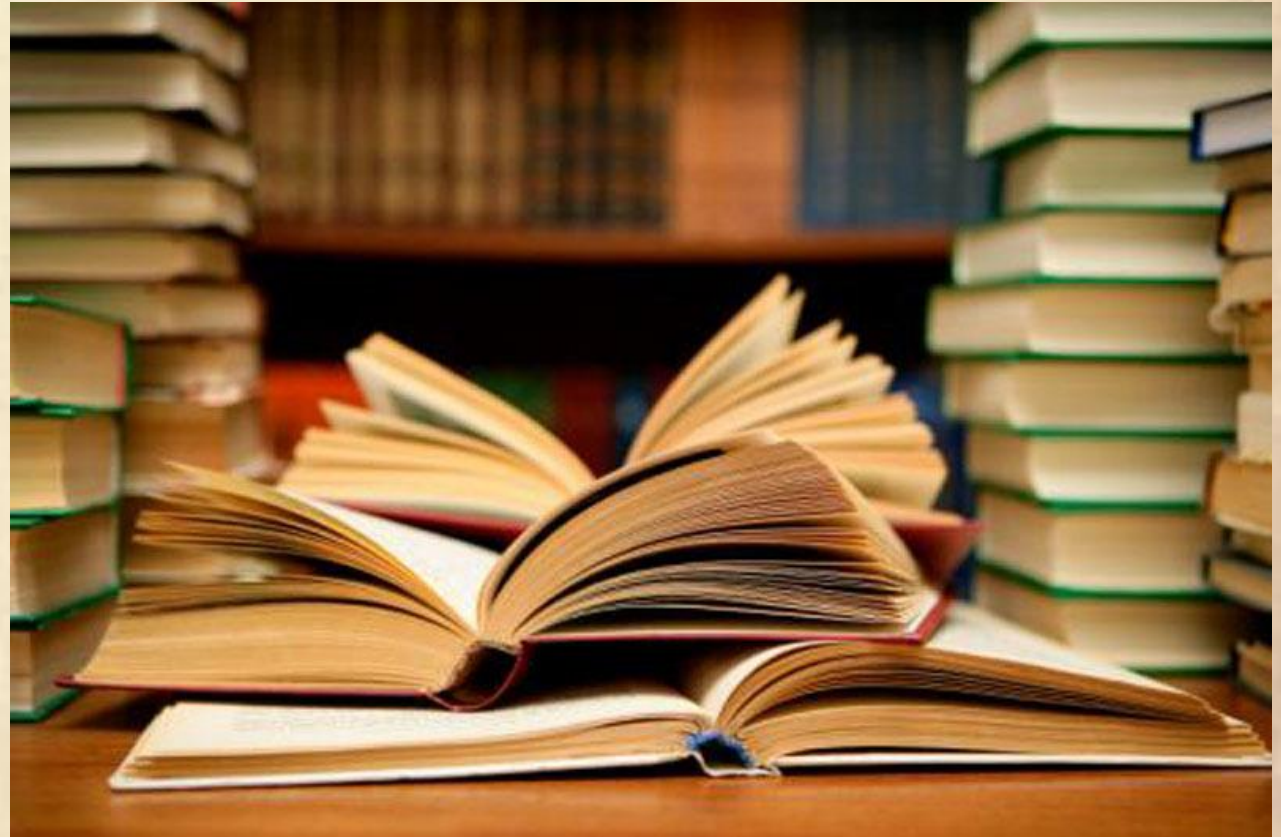
- Will there be enough information available?
- ALWAYS write down ANY source that you look at
- Generate a preliminary list of sources
- Where can you look?
  - On-line
  - Encyclopedia/Wikipedia
  - Skim a couple of recent books
  - People
  - Paper trail



That's too much information!

# Good Sources

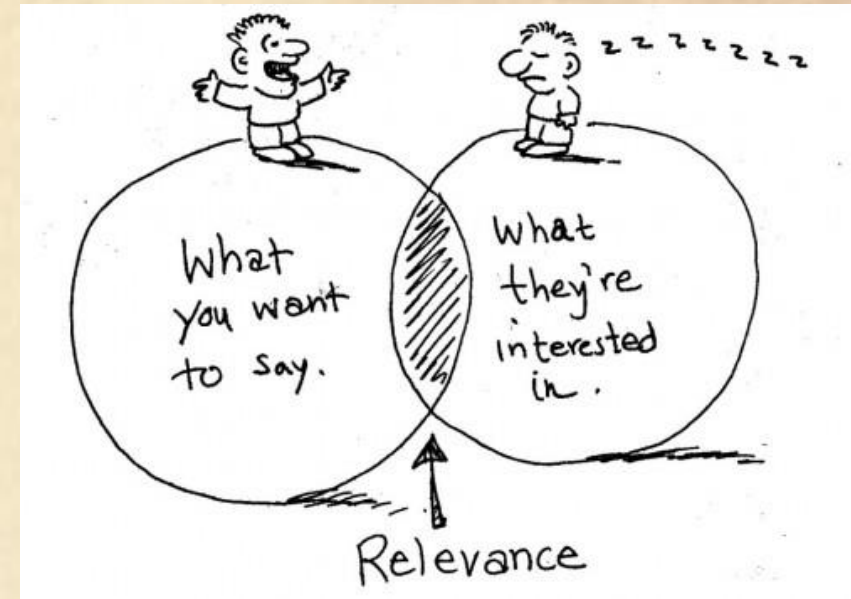
1. Relevant
2. In-depth
3. Recent
4. Credible





# 1. Relevant

- Deal specifically with your topic
- Who is the intended audience?
- Information at appropriate level
- How does this compare to your other research?





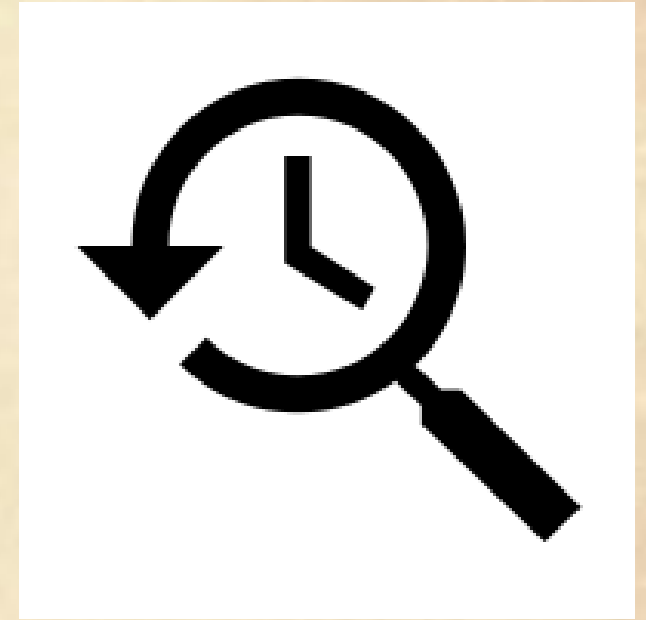
## 2. In-depth

- How can you tell at a glance?
  - Check the index
  - Check key words
  - Check chapter titles/content
  - Online documents – do a key word search



### 3. Recent

- Depends on the subject
- When published/posted? Updated?
- Generally no older than five years
- Exception? Foundational works
- Check copyright dates in books – look for newer editions
- Internet – active site? Last updated?
- Journals – check to see if article previously published elsewhere



# 4. Credible

- Who is the author?
  - Credentials?
  - Affiliations?
- Publisher? Source? Sponsor?
- Purpose?
  - Fact?
  - Opinion?
  - Propaganda?
- Intended audience?

