

The Introductory Paragraph

- It has two parts:

A. General statements

1. introduce the general topic of the essay
2. capture the reader's interests

B. Thesis statements

1. states the specific topic
2. may list subtopics or subdivisions of the main topics
3. may indicate the pattern of organization of the essay
4. is normally the last sentence in the introductory paragraph,

Different Models of Introductory Paragraph

1. Funnel Introduction
2. Dramatic, interesting, or funny story introduction
3. Surprising Statistics or Facts Introduction
4. Historical Background Introduction

Thesis Statements

What is a thesis statement?

The *thesis statement* is the sentence that tells the main idea of the whole essay. It can be compared to a topic sentence, which gives the main idea of a paragraph. It usually comes at or near the end of the introductory paragraph.

Writing a strong thesis statement

- A thesis statement gives the author's opinion or states an important idea about the topic. It should give an idea that can be discussed and explained with supporting ideas:

The qualifications for getting into university in my country are unreasonable.

When studying a foreign language, there are several ways to improve your use of the language.

These are strong thesis statements. They can be discussed or explained.

- A thesis statement should not be a sentence that only gives a fact about the topic:

In the Northern Hemisphere, the summer months are warmer than the winter months.

This is not a strong thesis statement. It cannot be discussed or argued about.

- A thesis statement should not state two sides of an argument equally:

There are advantages and disadvantages to using nuclear power.

This could be a topic sentence, but it is not a thesis statement. It gives two sides of an argument without giving a clear opinion of support or disagreement. It could be revised like this:

Although there are some advantages, using nuclear power has many disadvantages and should not be a part of our country's energy plan.

This is a strong thesis statement. It clearly gives the writer's opinion about nuclear power.

Body Paragraphs

The body paragraph in an essay are like the supporting sentences in a paragraph. They are the place to develop your topic and prove your points. You should organize your body paragraph according to some sort of pattern, such as

- Chronological order
- Comparison/ contrast
- or both

Logical division of Ideas.

(basic pattern for essays is logical division of ideas.)

- In this pattern, you divide your topic into subtopics and then discuss each subtopic in a separate paragraph.
- Logical division is an appropriate pattern for explaining causes, reasons, types, kinds, qualities, methods, advantages, and disadvantages, as these typical college exam questions ask you to do.
- **For Example:** College questions are as the following:

Economic Explain the three causes of inflation

Agriculture/ Landscape design Describe the basic types of soils and additives needed to prepare each type for planting.

Thesis Statements for Logical Division of Ideas

- **The thesis statement of a logical division essay often indicates the number of subtopics:**
 - a- Native Americans have made valuable contributions to modern U.S. culture in four main areas.
 - b- Inflation has three causes.
- **The thesis statement may even name the subtopics:**
 - a- Native Americans have made valuable contributions to modern U.S. culture, particularly in the areas of language, art, food, and government.
 - b- inflation has three causes: excessive government spending, unrestrained consumer borrowing, and an increase in the supply of paper money.

To be continued →

Thesis Statement Second Pitfall.

Problem 2: The thesis makes a simple announcement.

ANNOUNCEMENT

I am going to write about sports injuries.

IMPROVED

Avoid sports injuries by taking a few simple precautions.

Problem 3: The Thesis stats an obvious fact.

OBVIOUS FACT

The internet is a communication superhighway.

IMPROVED

The explosion of the internet has had both positive and negative consequences.

Transition Signals For Logical Division of Ideas...

Transition signals for logical division essays include many that you may already know.

Transition Words or Phrases	
first, first of all, second, third, etc. next, last, finally, also, in addition, moreover, furthermore	First , excessive government spending can lead to inflation. In addition , unrestrained consumer borrowing can cause inflationary tendencies. Finally , an increase in the supply of paper money gives rise to inflation

Concluding Paragraph

The conclusion is your last chance to make your point clear.

The concluding paragraph consists of:

- A summary of the main points, or a restatement of your thesis in different words;
- Your final comment on the subject, based on the information you have provided.

The concluding paragraph should be introduced with a conclusion transition signal:
in conclusion, in summary, in brief, in short, indeed

What's Essay Outlining ?

Before you begin writing the first draft of your essay, it is best to make an outline. An outline is a general plan of what you are going to write. You can compare making an outline to drawing plans to build a house. Before one begins to build a house, it is best to draw up plans to make sure that a house is built in the way you want. The same is true with writing an essay and making an outline.



Example Outline

Here is an example of how a blank outline might look:

Essay Outline

- I. **Introduction Thesis:** _____
- II. **Body Paragraph #1- Topic Sentence:** _____
 - A. supporting idea
 - B. supporting idea
- III. **Body Paragraph #2- Topic Sentence:** _____
 - A. supporting idea
 - B. supporting idea
- IV. **Body Paragraph #3- Topic Sentence:** _____
 - A. supporting idea
 - B. supporting idea
- V. **Conclusion**

The Process Making an Outline

In a formal outline, Roman numerals can be used to represent paragraphs. Capital letters can be used to represent supporting details for the paragraphs.

Click here to see a list of Roman numerals.

Essay Outline

- Thesis:** _____ **I. Introduction**
- II. Body Paragraph #1- Topic Sentence:** _____
 - A. supporting idea
 - B. supporting idea
- III. Body Paragraph #2- Topic Sentence:** _____
 - A. supporting idea
 - B. supporting idea
- IV. Body Paragraph #3- Topic Sentence:** _____
 - A. supporting idea
 - B. supporting idea

Elements of the Lecture

Process Essay (Practice)



Cause and Effect Essay

Process Essay

- A Process essay is a description of a procedure, a step-by-step analysis and explanation of a process.
- You are "the expert" and the organization of the essay is governed by chronological order, so it should be the easiest essay to write for you.

Chronological Order Signal Words and

first, first of all, second, third, etc.
then, next, after that, soon, later, later on
finally, last, last of all
meanwhile, at the same time, now
gradually, eventually

Subordinators

after	since
as	until
as soon as	when
before	while

Others

the first (second, last, final) step
on the third day
after leaving home
later that morning
for five minutes
in 2004
several years ago
a few weeks later
in the next (past, last) 15 years

What is a cause? What is an effect?

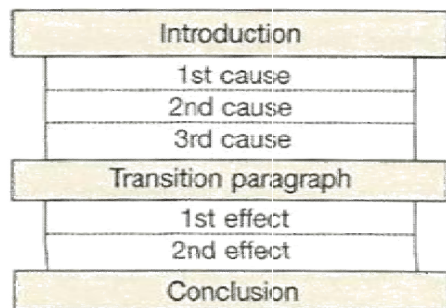


Cause and effect depend on each other. You can't have one without the other. A plane crashed. That is the effect. What are the possible causes? Was it a mechanical or human error? Was it due to the weather? Was it a terrorist action? Obviously there are many possible causes.

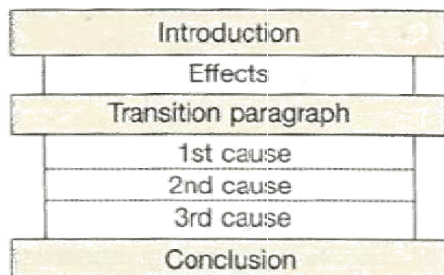
In short, a block-style cause/effect essay
Some possibilities are shown below.

Block Org:

A

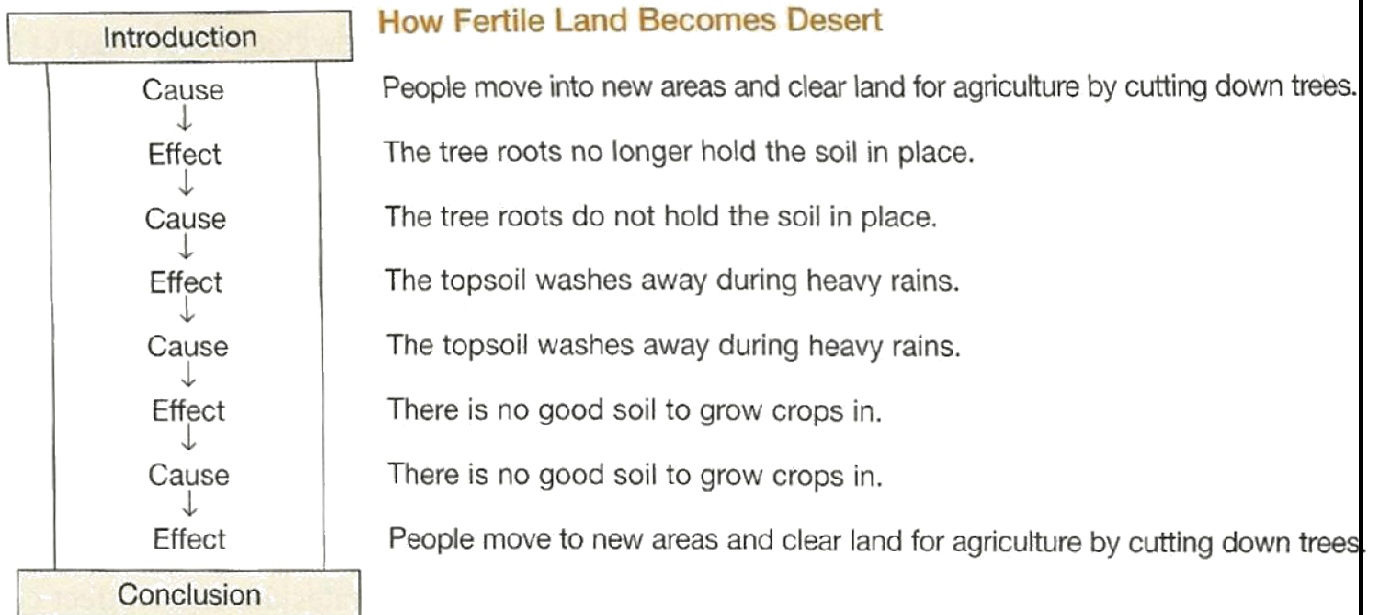


C



As you read the following model essay,
model essay follows: A, B, C, or D.

Notice the Chain Organization



What are Comparison and Contrast Essays?

- Comparing things is something we do every day when we have to make decisions. For example, you might think of similarities or differences when we are buying a new MP3 player or choosing a place to study English.
- You may need to evaluate two sides of an issue you have studied in a class or two proposals for research or projects at your workplace. In these cases, you will need to write an essay or report to discuss your ideas about the topic. This is a **comparison and contrast** essay.

Comparison/Contrast Essay Organization

- Like other types of essays, a comparison and contrast essay must have a clear introduction and conclusion.
- The body of the essay can be organized many ways. We will look at two organizational styles.

Point by point organization

Block organization

Clauses

Clauses are the building blocks of sentences (at least) a subject and a verb.

Clauses

SUBJECT VERB
ecology is a science

SUBJECT VERB
because pollution causes cancer

There are two kinds of clauses: independent

Dependent Clauses

A **dependent clause** begins with a subordinator. A dependent clause does not express a complete thought by itself. A dependent clause is also called a subordinate clause, and it is an error. A dependent clause must have a subject, and a verb.

Subordinator	Subject	Verb
... when	the sun	rose . .
... because	water	evaporated
... whom	the voters	elected
... if	the drought	continued

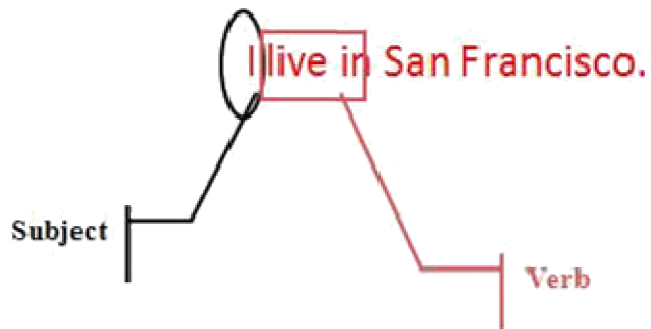
A few of the most common subordinators are listed in Appendix C, pages 292–295.

Subordinators		
after	before	that
although	even though	though
as, just as	how	unless
as if	if	until
as soon as	since	what
because	so that	

The Simple Sentence

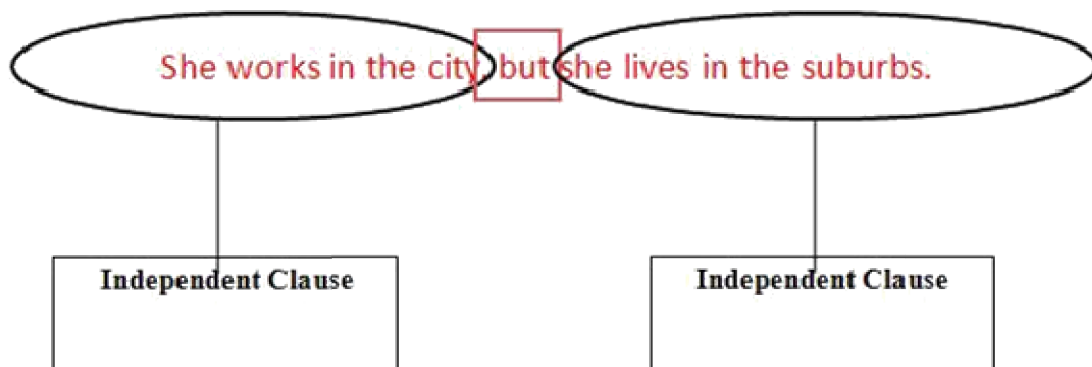
A simple sentence has one **independent clause** (one subject and a verb):

I live in San Francisco.



Compound Sentence

A compound sentence contains two independent clauses that are joined together.



A **complex sentence** contains one independent clause(s). In a complex sentence, one clause is more important than the other. We place the more important idea in the independent clause.

There are three kinds of dependent clauses. We will study all of these kinds of clauses in greater detail.

Complex Sentences with Adverb Clauses

An adverb clause acts like an adverb; it tells when, where, or how. An adverb clause begins with a subordinating conjunction, such as *if*, *so*, or *that*. It can come before or after the independent clause.

Although women in the United States could not vote in 1901, they could vote in 1920.
A citizen can vote in the United States when he or she is 18 years old.

Complex Sentences with Adjective Clauses

An adjective clause acts like an adjective; it describes a noun or pronoun. An adjective clause begins with a relative pronoun, such as *who*, *whom*, *whose*, or *that*, or with a relative adverb, such as *where* or *when*. It describes the noun or pronoun it describes.

Men who are not married are called bachelors.

Last year we vacationed in Cozumel, Mexico.

Complex Sentences with Noun Clauses

A noun clause acts like a noun; it can be either the subject or the object of a sentence.

That there is a hole in the ozone layer is a problem.

Scientists know what caused it.

In the first example, *That there is a hole in the ozone layer* is the subject of the verb *is*. In the second example, *what caused it* is the object of the verb *know*.

What is parallelism in grammar?

The best way to understand the idea of parallelism is to look at examples.

For example:

(Not parallel)

We wanted to cook and to go swimming.

(Parallel)

We wanted to cook and to swim.

How Can we make a paralleled structure?

Use parallel structure with elements joined by coordinating conjunctions.

Faulty: Your company *and* what its potential is are of great value to me.



Correct: Your company *and* its potential are of great value to me.



Coordinating conjunctions

Coordinating conjunctions connect
conjunctions are sometimes called the
But, Or, Yet, So.

Conjunction	Function
for	Connects a reason to
and	Connects equal simi
nor	Connects two negat
but	Connects equal diffe
or	Connects two equal
yet	Connects equal con
so	Connects a result to

Paired (correlative) conjunctio

Correlative conjunctions are always
connect grammatically equal elemen
pages 179–181.)

PAIRED CONJUNCTION

Conjunction Pairs	Example
both . . . and	Both San Fra
not only . . . but also	Japanese foo to look at.
either . . . or	Bring either a
neither . . . nor	My grandfath wise person.
whether . . . or	The newlywed parents or to

USE PARALLEL STRUCTURE WITH COMPARISONS

My school is farther *than* your school.

To be rich is better *than* to be poor.

What is written is *more* easily understood *than* what is spoken.

The following chart outlines the use

PARALLEL STRUC
(same structure)

Adverb Clause

An **adverbial clause** is a [dependent clause](#) that functions as an [adverb](#). In other words, it contains a [subject](#) (explicit or implied) and a [predicate](#), and it modifies a [verb](#).

Adjective Clause is : A dependent clause that functions as an adjective and modifies a noun or pronoun. In other words, it adds extra information about that noun or pronoun.

Subordinating Words for A

To refer to people	
who, whom, whose, that (informal)	People who live in glass houses. My parents did not agree that I should go. An orphan is a child whose parents are dead.
To refer to things	
which, that	My new computer, which I bought yesterday, is broken. Yesterday I received a letter that was from my mother.
To refer to time or place	
when, where	Thanksgiving is a time when we all get together. An orphanage is a place where orphans live.

A dependent clause that functions as a noun in a sentence. Noun clauses can act as subjects, direct objects, and objects of prepositions.

Subordinating words for nouns

<i>That</i>	
that	Do you like the book <i>that I gave you</i> ?
<i>If/Whether</i>	
whether	I can't remember <i>whether I put the book on the table</i> .
whether or not	
whether . . . or not	
if	I can't remember <i>if I put the book on the table</i> .
if . . . or not	
<i>Questions</i>	
who, whoever, whom	Whoever <i>owns the book</i> should take care of it.
which, what, where	Do you know <i>where the book is</i> ?
when, why, how	We should read <i>when we have time</i> .
how much, how many	Do not waste <i>how much time</i> .
how long, how often, etc.	He didn't read <i>how often</i> .

Notice that some subordinating conjunctions introduce dependent clauses. *That* can introduce a noun clause, *where* can introduce either a noun, an adverb, or a relative clause. It is not important to know the kind of clause introduced by these words.

I can't remember **where** I put the book. (I don't remember)

It's not in the place **where** I usually put it.

I always put it **where** I will see it when I come home. (I tell you *where I put it*)

Conjunctive Adverbs

Conjunctive adverbs can appear at the beginning of a dependent clause, but we often use them to connect two independent clauses.

Remember to put a semicolon before a conjunctive adverb if an independent clause follows.

A **conjunctive adverb** is an adverb that connects two clauses. Conjunctive adverbs show cause and effect, sequence, contrast, comparison, or other relationships.

Transitions, transition words, or transitional expressions,

et cetera, are certain words, expressions, or other devices that give text or speech greater cohesion by making it more explicit, or signaling, how ideas are meant by the writer or speaker to relate to one another.

Transition Signals

Transition Signals and Conjunctive Adverbs	Coordinating Conjunctions and Paired Conjunctions
To list ideas	
first, ... first of all, ... second, ... third, ... next, ... then ... after that, ... meanwhile, ... in the meantime, ... finally, ... last, ... last of all, ... subsequently, ...	

COMMA

In a Series – Place a comma between three or more items connected by a [coordinating conjunction](#).

- **words**
Jones, Smith, and Jackson presented an interesting report.
- **phrases**
The novel is available in print, on audio tape, and on video cassette.
- **clauses**
The lawyer argued that the weather was bad, that the car had poor brakes, and that the other driver was speeding.

COLONS

Colons announce. They add dramatic flourishes that introduce lists, quotations, complete sentences, and dialogue.

SEMICOLONS:

A semicolon is not quite a comma, not quite a period. It is a break in thought, but not a complete stop... more like an elongated pause.

Thank You So Much ☺

والصلاة والسلام على نبينا محمد وعلى آله، وصحبه أجمعين

انتهت المائدة ، لا تسوني من دعائكم فدعوة الأخ لأخيه المسلم في ظهر الغيب مجابه

دعواتي وغنياتي لكم بأعلى الدرجات في الدارين

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“Essay” is the third and last course in writing. It focuses on the argumentative essay, trying to provide students with the rationale, examples, techniques and training in this type of academic and public mode of text type.

The course covers the traditional structure of argumentation (Major premise, minor premise and conclusion), and thesis statement supporting details model. The course takes the form of analysis of exemplary essays, of detailed outlines and of the methods of collecting and using published resources to report and argue a certain position.

