

Do some critical thinking and write your thesis statement down in one sentence. Your thesis statement is like a declaration of your belief. The main portion of your essay will consist of arguments to support and defend this belief.

STEP 4. MAKE A TENTATIVE OUTLINE

The purpose of an outline is to help you think through your topic carefully and organize it logically before you start writing. A good outline is the most important step in writing a good paper. Check your outline to make sure that the points covered flow logically from one to the other. Include in your outline an **INTRODUCTION**, a **BODY**, and a **CONCLUSION**.

INTRODUCTION - State your thesis and the purpose of your research paper clearly. What is the chief reason you are writing the paper? State also how you plan to approach your topic. Is this a factual report, a book review, a comparison, or an analysis of a problem? Explain briefly the major points you plan to cover in your paper and why readers should be interested in your topic.

BODY - This is where you present your arguments to support your thesis statement. Remember the Rule of 3, i.e. find 3 supporting arguments for each position you take. Begin with a strong argument, then use a stronger one, and end with the strongest argument for your final point.

CONCLUSION - Restate or reword your thesis. Summarize your arguments. Explain why you have come to this particular conclusion.

EXAMPLE OF AN OUTLINE:

1. **INTRODUCTION** - (Brief comment leading into subject matter - Thesis statement on Shakespeare)
2. **BODY** - Shakespeare's Early Life, Marriage, Works, Later Years
3. Early life in Stratford
 - a. Shakespeare's family
 - i. Shakespeare's father
 - ii. Shakespeare's mother
 - b. Shakespeare's marriage
 - i. Life of Anne Hathaway
 - c. Reference in Shakespeare's Poems
4. Shakespeare's works

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