



# Outlining

# List Discussion Topics

- Write your working thesis out.
- Make a list of the topics you plan to discuss in your paper that supports the thesis statement you've just written.
  - Each of these topics will be a paragraph.
- Match at least one quote from the sources to each topic.
  - The sources are there to support the point you want to make.
  - These quotes connect your sources to your topic.
- Now you're ready to begin your outline.

# Thesis Statement

- At the top of your outline, write your thesis statement. The thing you're looking to prove in your paper.

Thesis Statement:

# Topic Sentence

- Every paragraph must have a topic sentence that clearly develops the thesis and states what that paragraph is about.
- The topic sentence for every paragraph must do three things:
  1. Use your voice. **DO NOT** introduce a source as the topic sentence!
  2. Provide the focus of the paragraph, what specifically the paragraph will discuss.
  3. Illustrate how that paragraph supports and advances your thesis statement.

# Provide Evidence in Your Outline

- After your topic sentence, introduce the source and quote you plan to use.
- Include the source, the title of the work, the author, the context.
- Include the quotation you're using in the paragraph.
  - Remember the parenthetical citation at the end of the quotation.
  - Present your discussion of the quote, showing its relevance to the your topic sentence and to your thesis.
- No more than one quote per paragraph.

# Basic Format

I. Thesis Statement:

II. Topic Sentence: In your voice.

- Source: Include signal phrase with context, title, and author.

- Quote (with parenthetical citation).

- Discuss how the quote is important to your topic sentence and thesis.

III. Topic Sentence: In your voice.

- Source: Include signal phrase with context, title, and author.

- Quote (with parenthetical citation).

- Discuss how the quote is important to your topic sentence and thesis.

Continue in this way until you've covered the points you want to make.

# Finishing up the outline

- Continue to follow the “Basic Format” for your entire essay/paper.
- Draft your conclusion in the outline.
  - **DO NOT** begin with “In conclusion.”
  - **DO NOT** include sources or new information in the conclusion.
  - DO summarize the key points covered in your paper.
  - DO reinforce why what you say in your paper is significant.

