



# 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 presents what that paragraph is about.
- The topic sentence for every paragraph must do three things:
  - Use your voice. **DO NOT** introduce a source as the **topic sentence!**
  - Provide the subject of the paragraph, what specifically the paragraph will be discussing and
  - Illustrate how that paragraph supports and advances your thesis statement.

# Provide Evidence in Your Outline

- After your topic sentence, introduce the source(s) you plan to use to support your topic sentence.
- Include the context of the source, the title of the work, the author, and the page numbers in your outline.
  - Include the quotation you're using in the paragraph.
  - 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.
- Remember to include in-text citations.

# Basic Format

I. Thesis Statement:

II. Topic Sentence: In your voice.

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

-Quote (with in-text citation).

-Discussion/analysis of importance of quote to the thesis.

III. Topic Sentence: In your voice.

-Source: Include lead-in with context,  
title, and author.

-Quote (with in-text citation).

-Discussion/analysis of importance of quote to the thesis.

# 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.

