

Student Outline Tips & Tricks

January 29, 2015

1. On the last page: **Sources**
 - a. Jot down a different source for each number. You should have a minimum of 4 but you may have more. 3 from class and 1 from your own research.
 - b. Use those numbers in your outline under the “Sources Used” section.
2. **Introductory** paragraph/hook: Leave this blank right now. ☺
3. **Thesis:** Hand write your initialed thesis here.
 - a. If it is not initialed yet, you can still work on the other areas.
 - b. Ms. Baldini or the Sub can check them on Thursday, Friday or finally on Monday.
4. **Background Information:**
 - a. This is general information on the topic.
 - b. It is not for or against, pro or con.
 - c. What are the facts?
 - d. Make sure to include the source or sources by number that the information came from.
5. **Sub-topic 1:**
 - a. From your thesis, what is the first main area you are focusing on? (benefits, consequences)
 - b. Include the source(s) used for this section.
 - i. Jot the number by teach sub-point made in the outline.
 - ii. This will help you later on cite when you type. ☺
 - c. Include details!!!
6. **Sub-topic 2:**
 - a. From your thesis, what is the second main area you are focusing on? (benefits, consequences)
 - b. Include the source(s) used for this section.
 - i. Jot the number by teach sub-point made in the outline.
 - ii. This will help you later on cite when you type. ☺
 - c. Include details!!!
7. **Concluding Paragraph:** Leave this blank!

Include **Transition** words in your sub-topic areas as you go along.

Do not write out complete paragraphs or sentences on this sheet.

Mark where you want **specific quotes** with a large **Q**

Remember: This is a work in progress. It will change. It should change. However, having a good idea will help you write your overall essay.