

## Contents of a *Great 3-Part Outline*

- Remember that the order of numbering and lettering alternates: [ I., A., 1., a., i., ] also, each time you begin a new section you should [tab] once, or indent 3-5 spaces.

### I. Introduction:

- A. Working Title
- B. Context statement (1<sup>st</sup> sentence(s) of Intro)
- C. Wow statement
- D. Definition sentence (if needed)
- E. Thesis statement (last sentence of Intro)
- F. list order of body paragraphs (not a sentence)
  - 1.
  - 2.
  - 3.
  - 4.
  - 5....

**II. Body:** (There can be any range (3 is the most common) of topic ¶'s that make up the Body of your outline and eventually your essay. Each paragraph in the Body should follow the same format listed below.

**A. Topic** (1-2 words, main idea from focus question)

1. topic sentence
2. first main point, issue, concern
  - a. supporting specific evidence and details
  - b. supporting specific evidence or quotation w/ ( p. )
3. second main point, issue, concern
  - a. supporting specific evidence and details
  - b. supporting specific evidence or quotation w/ ( p. )
4. third main point, issue, concern
  - a. supporting specific evidence and details
  - b. supporting specific evidence or quotation w/ ( p. )
5. transition sentence

**B. Topic...**(as many as you need, 3 is the norm- hence the 5 ¶ essay)

.....

▼ [E. =5 Body ¶'s, G.=7 Body ¶'s, O.=15 Body ¶'s...]

### III. Conclusion:

- A. summary statement for entire outline
- B. restatement of thesis, inserting specific examples and points you used in place of the original categories referred to in your thesis statement.
- C. so what???, why is this important???, ideas & applications...