ELEMENTS OF AN ESSAY

- INTRODUCTORY PARAGRAPH
  - Attention-getter
  - Sufficient background information; appropriate context
  - Focused subject
  - Clear, explicit thesis statement

- EACH BODY PARAGRAPH
  - ONE TOPIC SENTENCE
    - An opinion statement
    - A generalization or abstraction
  - CONCRETE SUPPORT AND DEVELOPMENT
    - Specific statements of fact
    - Detailed reasons
    - Concrete examples
    - Quotations from authorities (with citations)
  - SUFFICIENT SUPPORT TO PROVE THE TOPIC SENTENCE
    - Several facts, details, or examples per paragraph
  - UNITY
    - Every sentence directly or indirectly supporting the topic sentence
  - COHERENCE (MAKING SENTENCES AND PARAGRAPHS STICK TOGETHER)
    - Clue words (or glue words)-"however," "in addition"
    - Parallel sentence structure for coordinate ideas
    - Clear use of pronouns
    - Topic sentence a part of thesis statement
    - Transition devices at beginning of paragraph
  - ORDER
    - Statement in some logical order
    - Body paragraphs in some logical order
- **CONCLUDING PARAGRAPH**
  - Brief statement of summary
  - Reference to statements in introduction
  - Application of thesis to the future, to other people to something broader than the examples in the essay

- **Title**
  - Attention-getter
  - Concise
  - Related to subjects