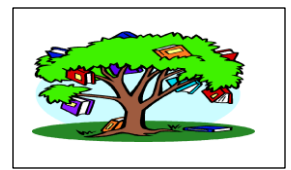


Toward Better Literacy: Reference Outlines



Intriguing Introductions

An Introduction

- ✚ Gets the reader fascinated with the topic to begin with
- ✚ Introduces the topic that the paper is about
- ✚ Makes a statement or definition on the topic
- ✚ Asks a question or sets up a debate
- ✚ Answers the question or takes a side (thesis)

Attention Getters

- ✚ The goal of an attention getter is to get the reader from their world into yours
- ✚ Start with a surprising fact or statistic, an anecdote (small story that relates to your topic), someone's opinion or a clever quotation.

Introduction of topic, author and work

- ✚ After "the hook," let the reader know the topic and/or the author and work under discussion
- ✚ Don't just come out and say, "I will discuss in this paper..." or "This essay is about..."
- ✚ The objective is to "funnel" the reader into the thesis and its support

Statement or definition

- ✚ After the topic and work is introduced, a background summary statement or key definition will be needed if the reader is unfamiliar with what will be discussed

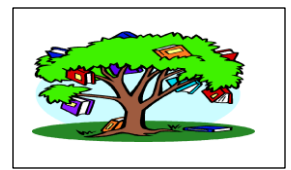
The Question

- ✚ A paper answers a limited question, provides an image (creative writing), outlines a process, compares and contrasts two things, takes a position etc.
- ✚ This sentence will lead to the thesis or main idea.

Thesis

- ✚ The "bottom of the funnel" is the key to the paper and is the unifying focus of the discussion.
- ✚ This can also provide a "map" of points to be discussed. Make sure they are in order.

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Compelling Conclusions

A good conclusion should accomplish the following:

- ❖ Wrap up the supporting points by summarizing them
- ❖ Give the reader a final thought or insight on the thesis
- ❖ Encourage the reader to investigate further or take action
- ❖ Provide something compelling, such as the significance of the topic/thesis

Summarize

- ❖ Summarize the main points of the paper to leave the reader with the key elements to recall when regarding your thesis

Final Insight

- ❖ This is not really additional support for the paper
- ❖ It is an insight that comes from what has already been discussed
- ❖ It sheds a light on the thesis and its implications, but does not deviate from it

Investigate and Take Action

- ❖ A good conclusion will make the paper effective, resulting in the reader researching the topic further or taking appropriate action
- ❖ An example of such action can help the reader visualize what can be done

Something Compelling

- ❖ A symbolic image or powerful fact can make the paper end on a high note
- ❖ A compelling example is a good way to witness to the importance of your thesis
- ❖ A quotation from a respected authority (such as from Scripture) provides ethos, or credibility.

Avoid:

- ❖ Repeat of the introduction
- ❖ A new direction
- ❖ Sweeping generalizations
- ❖ Apologies