

250-960-6367

(4-5 hours)

5. Plan your essay by making an outline (see the ASC handout "Visual Essay Planner")
 - a. Revisit your plan and thesis statement
 - i. It is not unusual to adjust your thesis statement at this stage
 - b. Organize and structure the points you want to make

(4-7 days)

6. Start writing your first draft
 - a. Work from your outline
 - b. You don't have to start with the introduction if you are stuck; just start writing
 - c. Keep in mind the appropriate language and tone of your writing; who is your audience?
 - d. Don't forget to reference
 - e. Keep in mind that each paragraph should:
 - i. Start with a topic sentence
 - ii. Contain one main idea
 - iii. End with a summary/transition sentence
 - f. The introduction should introduce the topic and contain a thesis statement
 - g. The conclusion should adequately summarize the essay and answer the question "so what" (i.e. reflect on the implications of your argument)
 - h. If you identify gaps in information return to your sources or the library for additional research

(refer to the ASC handout "Revision & E