

In-Class Essay Tips – Comp 110 – Mrs. Arrowsmith

You may bring an outline in which the thesis, and topic sentences are written out and the supporting evidence is listed. You may also bring complete quotations and paraphrases as well as the Works Cited page. You may not bring a draft of this essay. All prewriting materials will be collected.

Misspelling may be excused. Topic-related words should be spelled correctly or should be printed phonetically so I can figure out what they are.

Number the pages before you begin ... there's nothing more helpful than pages in the right order. Legibility counts: use blue or black ink or #2 black pencil, observe 1-inch margins, skip lines or use my composition paper, and write on one side only. (Later, during the revising and editing processes, you may write between the lines and on the opposing side of the paper if you need to add or change lengthy portions.)

Plan your time schedule for this writing period of 75 minutes:

[time:]

4:30 Begin writing, using your pre-writing materials as needed.

5:10 Conclude draft. Be sure you have specific supporting details in the body paragraphs and a metaphor in the concluding paragraph. Create a title from the metaphor or from one of the final sentences in the essay. Then begin revising. Write brief corrections between the lines, and write longer additions or changes on the page opposite the draft. Use arrows to show me where to read next.

5:25 Conclude revising and begin editing. Check for errors in punctuation, grammar, and sentence construction. Be sure the words are legible. Read “out loud, silently” to “hear” how the essay sounds. If a classmate is also finished when you are, exchange papers to give each other feedback.

5:35 Read again. Put pre-writing papers underneath the draft and hand in the essay by **4:45**.

Structure Tips

Introduction: Catchy grabber or background information about the issue; end with your thesis

Body I:

Body II:

Body III:

In all body paragraphs, use abundant facts, examples, statistics, and expert opinion. Each piece of evidence must have an embedded citation. Each should be followed by your explanation of its meaning or importance. End the paragraph by referencing its main point, which you wrote in the topic sentence. Start the next body paragraph with a transition such as “furthermore, additionally, however, on the other hand,” or another appropriate bridge, and refer to key words taken from the thesis.

Conclusion: Thesis (restated)
Call to action/prediction/insight/personal opinion
Metaphor
Powerful final sentence (use no pronouns) – take key words to create unique title

Works Cited page ... and double-check your embedded citations for accuracy.