

SCHOOL OF HUMANITIES AND COMMUNICATION ARTS Academic Writing Essay Drafting Tool

based on an essay drafting tool developed by the HALL team at UWS for the UniStep workbook

The Introduction

The introduction is generally only one or two paragraphs in length. The introduction can be envisaged as the shape of a funnel. It first presents a general, or background, statement to provide interest or orientation to the topic. It then focuses, or 'narrows', the topic in a 'thesis statement.' This 'limits the scope' of the essay. Next, it gives the 'outline', or preview, of the main points or arguments of the essay. A good thesis sentence should also indicate the logical (rhetorical) structure of the essay. The introduction may also define important terms to the essay.

The Introduction should:

- have a general / background statement;
- provide a thesis statement;
- outline or preview the argument;
- limit / clarify the scope.

The Body

The body is a series of paragraphs each with their own internal structure, flowing from and in the same order as the main points in the outline given in the introduction. Each paragraph contains one main idea, stated in a 'topic sentence', and sentences which elaborate or explain that point. Cohesive devices link one sentence to the next, and also one paragraph to the next. Sentences in the body develop the logical patterns indicated in the thesis statement.

The Body Paragraphs should:

- contain paragraphs with one main idea (coherence);
- state the main idea in a topic sentence;
- develop the main idea with supporting sentences;
- follow the outline order in the introduction;

The Conclusion

The conclusion summarises main points of the essay in the order of the outline, and reiterates the thesis. It may qualify points made in the essay or forecast the future of points already mentioned in the body.

The Conclusion should:

- summarise the main points;
- reiterate the thesis position/perspective;
- reinforce thesis argument in a final statement;
- possibly, not necessarily, point to future work.



*relative to a 1000 word essay



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Introduction

100-150 words total * *relative to a 1000 word essay

General / background statement

Type your text into the field below

Thesis statement

Type your text into the field below

Body

300-800 words total * *relative to a 1000 word essay

Main Point 1

Type your text into the field below

Supporting information (e.g. reasons, examples, facts):

Type your text into the field below

Main Point 1 (continues)

Supporting evidence (including citations):

Type your text into the field below

Main Point 2

Type your text into the field below

Supporting information (e.g. reasons, examples, facts):

Type your text into the field below

Supporting evidence (including citations):

Type your text into the field below

Main Point 3

Type your text into the field below

Supporting information (e.g. reasons, examples, facts):

Type your text into the field below

Main Point 3 (continues)

Supporting evidence (including citations):

Type your text into the field below

Conclusion

Summary statement of main ideas

Type your text into the field below

Thesis restatement

Type your text into the field below

Go to the next page to generate your essay

Generate Essay

Click the combine button to generate your essay

Copy and paste the content below into your favourite word processor (e.g. Microsoft Word).