

# Unit 3

## Drafting Essays

An essay is set of paragraphs about a specific subject. Like a paragraph, an essay makes and supports one main point. However, the subject of an essay is too complex to be developed in a few sentences. To support fully the main point of an essay several paragraphs are needed. A typical essay contains five paragraphs, but many other types of essays are longer or shorter, depending on their purpose. There are many types of essays (some call them categories of essays). Although the specific requirements and expectations for each type of essay may vary, there are five basic essay formats are as follows:

### 1. Descriptive

- Paint a Mental Picture

In a descriptive essay, you give the reader a picture of a scene, object, or person. To accomplish this, you must appeal to all the senses. You must help your reader see, smell, feel, taste, and hear what is described.

When done well, a descriptive essay can be incredibly stimulating and powerful. It can put your reader directly into the scene's heart or experience being described. This is because effective descriptive writing creates a detailed picture in your reader's mind and allows them to experience it firsthand.

### 2. Expository

- Explain Something

An expository essay is a type of essay in which the author gives neutral information about a topic and focuses on factual information, avoiding personal opinions and emotions. The purpose of exposure essays is to clearly inform the reader about a topic.

Expository essays usually contain three main parts: an introduction, paragraphs, and a conclusion. The introduction should state the thesis or central idea of the essay, while the paragraphs should support that idea with evidence and examples. The conclusion should briefly summarize the essay's main points and provide the reader with a final thought.

### 3. Narrative

- Tell a Story

A narrative essay tells a story with an introduction, setting, characters, plot, climax, and conclusion. In other words, it follows the traditional narrative format of beginning, middle, and end.

The purpose of a narrative essay is to entertain your reader by telling them a story. Unlike other forms of writing, such as expository or persuasive essays, which focus on conveying facts or trying to convince your reader of something, a narrative essay is meant to be compelling. Therefore, it should be well written and have good pacing, with a clear beginning, middle, and end.

## 4. Persuasive

- Convince the Audience of Your Point of View (POV)

A persuasive essay attempts to convince your reader to agree with your point of view. Remembering that a persuasive essay is not just about presenting facts but also about stating your opinion and supporting it with evidence.

Your opinion should be the focus of your essay, and you should support your argument with evidence. Be clear and concise, and try to avoid complicated wording or jargon. Your goal is to present your point of view as clearly as possible so that your argument will convince the reader.

## 5. Argumentative

- Explore a Topic and Establish a Point of View.

An argumentative essay is a form of writing that takes a stand on a topic. You must prove your position is the best by presenting evidence supporting your view.

Often, these essays are written about a controversial topic or issue on which there are multiple points of view. To make your argument convincing, you must examine all sides of the issue and evaluate the evidence objectively. You must also take a point of view and defend it with argument and logic.

### Parts of an Essay

An essay has three main parts: an introduction, a body, and a conclusion. Each part has its own special purpose. Briefly, the introduction provides some background information on the subject and states the main point in a thesis statement. The body consists of several supporting paragraphs that develop the main idea. The essay ends with a conclusion that summarizes the main points.

### BASIC PLAN OF A TYPICAL FIVE-PARAGRAPH ESSAY

1. Introduction	2. Body	3. Conclusion
<b>Background Information</b> <ul style="list-style-type: none"><li>• Gets reader's attention using</li><li>• Facts and statistic</li><li>• Quotations</li><li>• Anecdotes</li><li>• Questions</li></ul> <b>Thesis Statement</b> (States purpose, Introduces 3 main points)	<b>First Body Paragraph</b> <ul style="list-style-type: none"><li>• Topic Sentence (States first main point, Provides supporting details)</li></ul> <b>Second Body Paragraph</b> <ul style="list-style-type: none"><li>• Topic Sentence (States second main point, Provides supporting details)</li></ul> <b>Third Body Paragraph</b> <ul style="list-style-type: none"><li>• Topic Sentence (States third main point, Provides supporting details)</li></ul>	<b>Makes final comments by:</b> <ul style="list-style-type: none"><li>• Summarizing main points</li><li>• Drawing a conclusion</li><li>• Making a prediction</li><li>• Offering a solution</li></ul>

## Introduction

Most formal essays begin with an introductory paragraph. In some ways, the introduction is the most important paragraph of your essay. Because it is the first one that will be read, it must capture the attention of the audience and create a desire to read the rest of the essay. It should set the stage for what follows and give the reader an idea of what to expect.

The function of the introduction is

- To provide background information
- To capture the reader's interest
- To state the thesis



## Techniques for writing an introduction.

**A**

### Move from general to specific

This type of introduction opens with a general statement on the subject that establishes its importance and then leads the reader to the more specific thesis statement.

**B**

### Use an anecdote

Another way to write an introduction is to relate an interesting story that will get the reader interested in the subject. Newspaper and magazine writers frequently use this technique for their articles.

**C**

### Use a quotation

A quotation is an easy way to introduce your topic. You can quote an authority on your subject or use an interesting quotation from an article. You can also be more informal and use a proverb or favorite saying of a friend or relative.

**D**

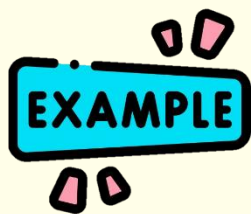
### Ask a question

Asking one or more questions at the beginning of an essay is a good way to engage the readers in the topic right away. They will want to read on in order to find the answers to the questions.

**E**

### Present facts and statistics

Presenting some interesting facts or statistics on your subject establishes credibility.



"Revenge was a legally recognized right in ancient Anglo-Saxon culture. The many revenges in the epic poem Beowulf show that retribution was an essential part of the Anglo-Saxon age. However, not all revenges are created alike. The poet's portrayal of these revenges suggests that the dragon was more honorable in his act of revenge than Grendel's mother."



### ANALYZING INTRODUCTIONS (work with your group).

Now read the following sample introductions. Then, in small groups, identify the technique or techniques used in each one. Remember that authors often use a combination of techniques to write an introduction.

1. Karate, which literally means “the art of empty hands,” is the most widely practiced of all the martial arts. It is primarily a means of self-defense that uses the body as a weapon for striking, kicking, and blocking. Originating in the ancient Orient, the art of Karate is more than 1,000 years old. It developed first as a form of monastic training and later became highly developed as an art on the Japanese island of Okinawa. Over the years, this ancient art has gained much popularity, and today karate is practiced throughout the world. More than a method of combat, karate emphasizes self-discipline, positive attitude, and high moral purpose.

**Technique (s):** \_\_\_\_\_

2. One student looks at his neighbor’s exam paper and quickly copies the answers. Another student finds out the questions on a test before her class takes it and tells her friends. Still another student sneaks a sheet of paper with formulas written on it into the test room. What about? Would you be tempted to cheat on an exam if you knew you wouldn’t get caught? According to a recent national survey, 40 percent of American teenagers would cheat under that condition. What is causing this epidemic of cheating in our schools? Most students cheat on tests because they feel pressure to get into a good college, because they want to avoid the hours of studying, they need in order to get high grades, or simply because they are not concerned with honesty.

**Technique (s):** \_\_\_\_\_

3. Homicides cause the deaths of more children in Washington, D.C. than any other single type of injury, including car accidents, house fires, or drowning. Unfortunately, this phenomenon is not exclusive to Washington. The overcrowded neighborhoods of many big American cities, such as New York, Detroit, Miami, Chicago and Los Angeles, are all plagued with senseless violent crime. Types of violent crime range from arson and burglary to assault, rape, and murder. The solution to this growing problem is not to build more and bigger prisons, but rather to examine and deal with the causes: easy access to guns, drug use, and overwhelming poverty.

**Technique (s):** \_\_\_\_\_

4. “Misty, a five-month-old German shepherd puppy, goes to the hospital twice a week, but not to see a veterinarian. At this Veteran’s Administration Hospital, Misty is helping doctors—not the other way around. In what may seem like a role reversal, animals like Misty are visiting the halls of human illness to relieve a type of pain doctors cannot treat. Their therapy is love, both giving it and helping others return it to them.” Pets ranging from dogs to tropical fish are showing up as therapists in hospitals, nursing homes, prisons, and other institutions.

**Technique (s):** \_\_\_\_\_

5. Experience, not theory, has taught me the truth of the popular saying, “Two heads are better than one.” For the past two year, the job of secretary in my office has been shared very successfully by two people. This “job-sharing” arrangement has worked out quite well for all involved. All over the business world, the interest in flexible employment arrangements, like job-sharing, is growing. Employers are beginning to realize that there are many talented people out there who are looking for alternatives to traditional patterns of employment. In a job-sharing arrangement, a full-time job is shared by two people. As an executive in a multinational firm, I feel that job-sharing is one way that organizations can meet the growing diversity of employees’ needs. Not only is job-sharing helpful to employees, it also offers several advantages to employers. With two people working together, tasks tend to be completed more quickly, a wider range of skills is brought to the job, and most importantly, production is increased.

**Technique (s):** \_\_\_\_\_

## Writing Thesis Statements

After you have presented some general background information, you will need to narrow your focus. This is done in a thesis statement, which is often the last sentence of the introduction. A thesis statement is similar to a topic sentence in several ways. Just as a topic sentence controls the information for a paragraph, a thesis statement controls the information for an entire essay.

A good thesis statement

- Identifies the subject of the essay
- Establishes the aspects of the subject that the essay will deal with



## 2. The Body

The body of an essay consists of several paragraphs that develop and support the thesis. Each body paragraph develops one point from the thesis statement. These paragraphs all begin with a topic sentence that is supported with specific details, facts, and examples. The body paragraphs of an essay should be arranged in the order that was stated in the thesis statement. For each of the following essay topics, think of three main points that you could develop into an essay. You may use ideas from the chart or come up with ideas of your own.

**Example:**      **Topic:** The effects of Pollution  
**Main Point:**    a. .... Land....    b. .... Water...    c. .... Air.....

**1. Topic:**      The Benefits of Learning English  
**Main Points:**    a. ....  
                          b. ....  
                          c. ....

**2. Topic:**      The Impact of Natural Disasters  
**Main Points:**    a. ....  
                          b. ....  
                          c. ....

**3. Topic:**      The Role of the Media in our Lives  
**Main Points:**    a. ....  
                          b. ....  
                          c. ....

**4. Topic:**      The Changing Role of Women  
**Main Points:**    a. ....  
                          b. ....  
                          c. ....

**5. Topic:**      The Causes of Illiteracy  
**Main Points:**    a. ....  
                          b. ....  
                          c. ....

### 3. Conclusion

The final paragraph of your essay is the conclusion.

The purpose of this last paragraph is to summarize, without using the same words, the main points you have made in your essay. Your concluding paragraph should also leave your reader agreeing, disagreeing, or at least thinking about your thesis. There are several common ways to write a conclusion.

#### A: Summarize your main points

When you use this method of finishing your essay, you simply restate the main points you presented in your essay. Make sure that you do not repeat your words exactly, however. It is essential that you figure out a new way to say them.

#### B: Ask a question

Writers often want to leave their readers realizing that there is a problem that needs to be solved or an issue that needs to be resolved. A question is a good way of getting your readers' attention and getting them thinking about what can be done.

#### C: Suggest a solution, offer a recommendation, or make a prediction

Depending on the topic of your essay, the conclusion might be a good place for you to suggest a solution to a problem that you have discussed, or to make a recommendation or a prediction.

### Writing Conclusion

Signals That Introduce a Summary or Conclusion		
Therefore	consequently	Thus
to summarize	in brief	to conclude
in summary	last of all	finally
in conclusion	in short	

Note: These signals should be followed by a comma.



*Overall, owning a pet is a huge commitment that can span many years of one's life. A pet will require regular feeding and day-to-day care. Many pets need large amounts of human interaction, attention, and affection which can be time-consuming. Furthermore, a pet may incur great costs by means of food, medical care and pet sitting (whenever the owner wants to go on vacation without the pet). The decision of whether to welcome a pet into your home must be considered in great depth, and at length, to prevent another potentially unwanted animal ending its life in an animal shelter.*

## HOW TO IDENTIFY WRITING PATTERNS

Writing Pattern Help you:

- Focus your attention on a text and anticipate where it is going
- Remember what your read
- Develop your own writing

### Common Writing Patterns

Type	Description	Signal Words
<b>Definition</b>	Explain the meaning of a word or phrase	is, refer to, means, is defined as, is called, is characterized by, entails
<b>Classification</b>	Divide a topic into parts based on specific characteristics	classified as, comprises, is comprised of, consists of, elements, kinds, types, stages, group
<b>Generalization and Example</b>	Provide a general statement followed by specific examples to prove the statement	for example, for instance, to illustrate, such as
<b>Cause and Effect</b>	Show how things are related by explaining how one thing causes another	causes, effects, is caused by, is produced by, is the result of, results from, because, consequently, as a result
<b>Comparison/Contrast</b>	Compare and contrast two or more things to show how they are similar and/or different	<b>Similarity:</b> like, similarly, likewise, resembles, same, in comparison, in the same way, both, share <b>Difference:</b> unlike, in contrast, differently, however, despite, whereas, on the other hand, on the contrary, differs from, rather than
<b>List</b>	Present lists of information	also, in addition, another, additionally, furthermore, moreover, next, finally, first, second, third, etc
<b>Sequence</b>	Describe a process, series of event, spatial order, or order of importance	first, second, before, after, next, then, last, finally, steps, phases, stages, dates, times, numbers, letters
<b>Summary</b>	Provide a condensed review of a topic or text	In summary, in brief, in conclusion, in short, to sum up, to summarise