

How to Write an Essay – EM Owens

- I. Decide on a topic
 - A. Choose something familiar
 - B. Narrow enough to get 2-5 main points
- II. Prepare an outline or diagram
 - A. An outline uses key words, not sentences
 1. Each main point gets its own Roman numeral
 - B. A diagram has the thesis in the middle
 1. Each main idea radiates out from it like a spider's legs
- III. Write your thesis statement
 - A. Brief, one sentence
 - B. General enough to cover all your main ideas
- IV. Write the body
 - A. Each main point gets its own paragraph
 - B. Each main idea will have subpoints
 - C. Elaborate on the subpoints
 - a. These subpoints are details
 - b. They can be examples, facts, statistics, etc.
 - c. Explain your points
- V. Write the introduction
 - A. You can start writing a brief intro first if it helps to get started
 - B. Make sure you have:
 1. An introduction to the topic itself
 - a. Use a brief story or illustration of the topic
 - b. Use a general statement about the topic itself
 2. State your thesis
 3. List your main ideas – as a list or as a general sentence
 - a. The three parts of an essay are the introduction, the body, the conclusion.
 - b. There are three main parts to an essay.
- VI. Write the conclusion
 - A. Restate the thesis in a different way
 - B. No new information
 - C. Implications for the future or lasting thoughts on the topic
- VII. Proofread, edit, and fix any mistakes.
 - A. Re-read your introduction
 1. Main points are all covered in essay
 2. Main points are listed in the same order as in the essay