



Paraphrasing

Content

- one idea / theme
- supporting sentences (poss. with evidence)
- relates to thesis statement
- define
- descriptive
- classify
- argumentative / persuasive
- narrative (story / event)
- process
- compare and contrast

Length

- minimum 5 sentences?
- balanced across pages / sections
- break up if too long
- depends on section of text
- develop further if too short

Structure

- not too general or too specific
- a single, complete sentence
- usually first sentence
- 1. topic sentence
 - not an announcement (e.g. This paragraph is about...)
 - tells reader what the paragraph's about
- not always needed (paragraph 'stretched' into two paragraphs)
- 2. supporting sentences
 - evidence (citations)
 - examples
 - reasons
 - compare and contrast ideas
 - develop the main idea further / build an argument
- 3. concluding sentence
 - explains importance of paragraph
 - not always necessary (e.g. process)
 - often begins with a linking word (e.g. In short; Therefore)
 - summary / conclusion of the paragraph
 - link to next paragraph?
 - prediction based on content

Organisation

- linking words
- coherent
 - repetition of key terms and synonyms
- logical
 - compare and contrast
 - chronological
 - emphatic (least > most imp.)
 - cause and effect
 - spatial

Paragraph types

- compare and contrast
- argumentative / persuasive
- narrative (story / event)
- process