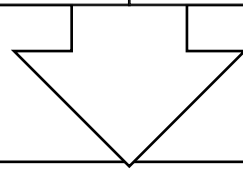


STUDENT HANDOUT: RULES OF PARAGRAPHING 1

UNITY

A paragraph must stand alone and have a single focus only. Keep to this focus throughout the whole paragraph.

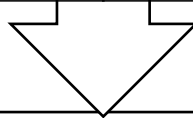
Don't wander off topic or change the subject
Don't end with a different point from the one you started with



COHERENCE

The same idea should run from sentence to sentence. Makes the paragraph easily understandable to a reader. Create logical bridges and verbal bridges through use of connectives.

Don't ignore the effect of the use of connectives and linking ideas. Use synonyms. Use pronouns to refer to nouns in previous sentences. Repeat keywords.



ADEQUATE DEVELOPMENT

The topic should be discussed fully and adequately.

Use examples, cite data, define key terms,
Compare and contrast
Use an anecdote or story
Evaluate causes of reasons
Examine effects and consequences
offer chronology



TOPIC

There should only be one topic per paragraph. The topic sentence defines the topic - what is the idea that the paragraph will introduce? It can occur anywhere in the paragraph.

Analyse the topic, describe the topic, ensure the reader is easily able to summarise what the paragraph is about



SENDISS
Access-Achieve-Empower