

## **Lecture 10: Outlining an Essay**

Making an outline is **the most** important step that a writer should not neglect. An outline is the plan of your essay and the organization of your ideas and details. It is the skeleton of your piece of writing, the X ray. An outline should be planned in advance so that the writer knows what he needs to discuss in his essay. The outline helps the writer to clarify what he will precisely do with the topic, and with the materials that the writer has selected and organized. An outline is very essential to successful writing. Using an outline can assure that all the parts have been covered and avoid going out off- topic.

This is an example of outline:

### **I. Introduction**

Thesis statement

### **II. Body**

A. Topic Sentence  
(paragraph 1)

1. Main Supporting Point

a. Supporting Detail

b. Supporting Detail

2. Main Supporting Point

a. Supporting Detail

b. Supporting Detail

3. Main Supporting Point

a. Supporting Detail

b. Supporting Detail

B. Topic Sentence  
(paragraph 2)

1. Main Supporting Point

a. Supporting Detail

b. Supporting Detail

2. Main Supporting Point

a. Supporting Detail

b. Supporting Detail

C. Topic Sentence (paragraph 3)

1. Main Supporting Point

a. Supporting Detail

b. Supporting Detail

2. Main Supporting Point

a. Supporting Detail

b. Supporting Detail

**III. Conclusion**

