

BASIC ESSAY OUTLINE FORM

INTRODUCTION

- I. Attention getter
- II. Statement of thesis
- III. Indication of structural progression
(transition)

BODY

- I. First main point
 - A. Support for first main point
 - B. Support for first main point, etc.
(transition)
- II. Second Main point
 - A. Support for second main point
 - B. Support for second main point, etc.
(transition)
- III. Third main point
 - A. Support for third main point
 - B. Support for third main point, etc.
(transition)

CONCLUSION

- I. Summary of main point/restatement of thesis
- II. Closing statement - "clincher"

Check

Capitals

Verbs

Spacing

Tabs

Headings

Footnote

Script quotes

double
left margin
left margin
left margin

Spelling

Grammar