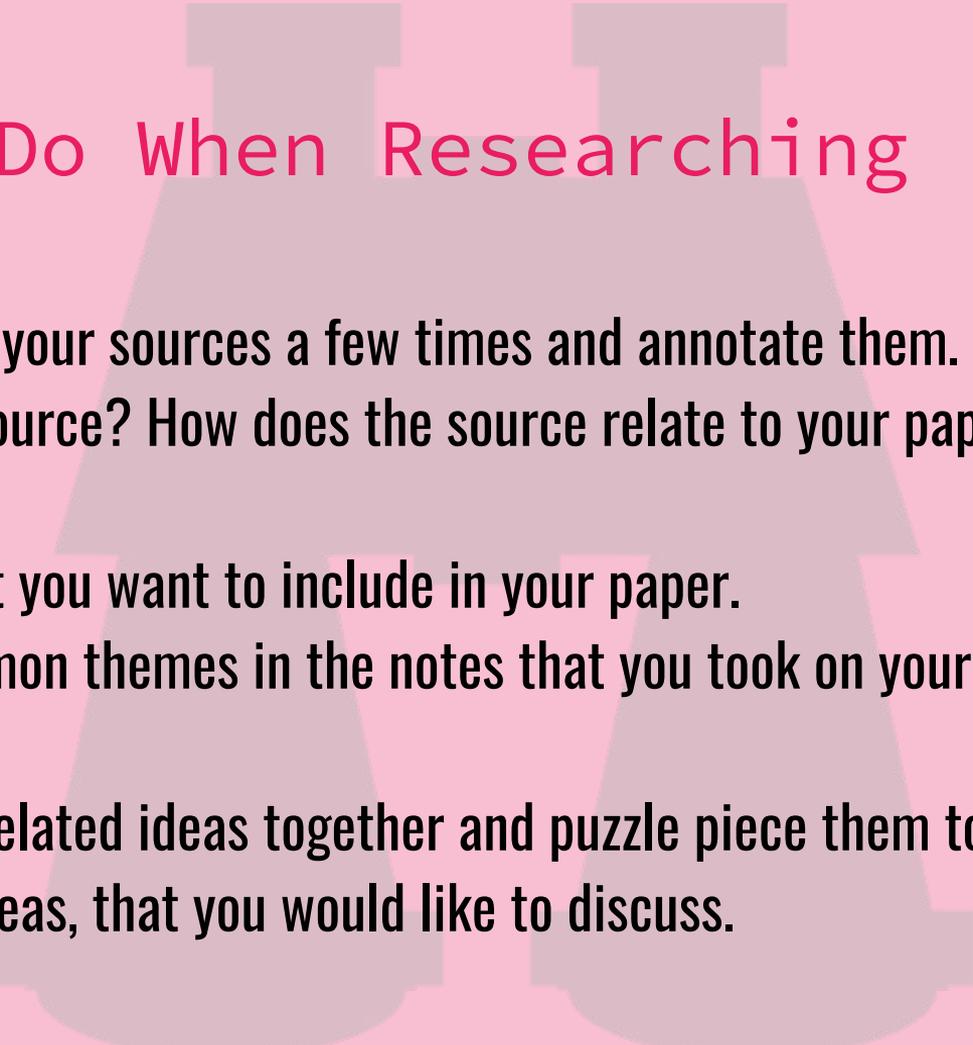


Outlining

Ensuring a Clear Line of Logic

1. While You're Researching/ As You're Wrapping Researching Up

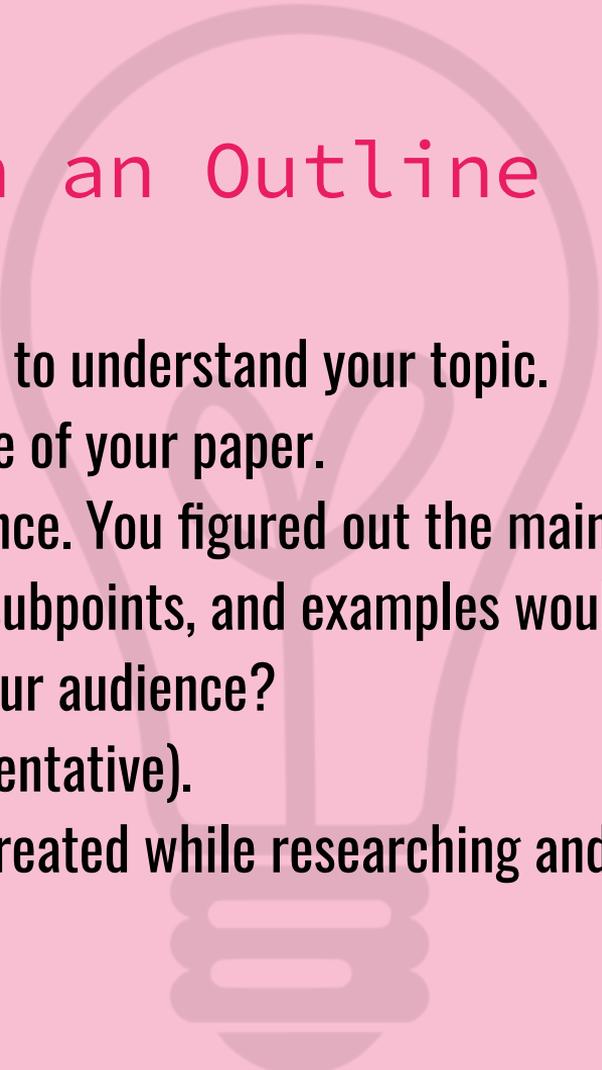
What to Do When Researching



-
1. Read through your sources a few times and annotate them. What's the main point of the source? How does the source relate to your paper? How could you use it?
 2. List ideas that you want to include in your paper.
 3. Look for common themes in the notes that you took on your individual sources.
 4. Group these related ideas together and puzzle piece them together with your vision, your ideas, that you would like to discuss.

2. After Grouping Ideas

How to Begin an Outline



-
- 1. Have enough research to understand your topic.**
 - 2. Determine the purpose of your paper.**
 - 3. Determine your audience. You figured out the main ideas that you want to convey. What points, subpoints, and examples would be most likely to convince or engage your audience?**
 - 4. Develop your thesis (tentative).**
 - 5. Take the groups you created while researching and arrange them in the order you think works best.**

3. Two Basic Types of Outlines

Macro Outlines

Topic Outlines

From U of Richmond Writing Center

- Help you see the grand scheme of the paper by describing ideas through minimal, short phrases
- Easy to understand
- Easy to edit
- Uses Roman numerals, capital letters, some numbers

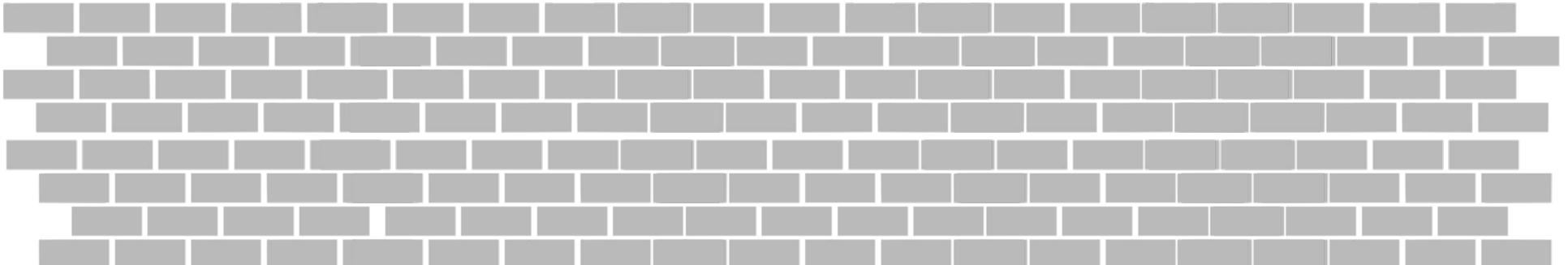


Micro Outlines

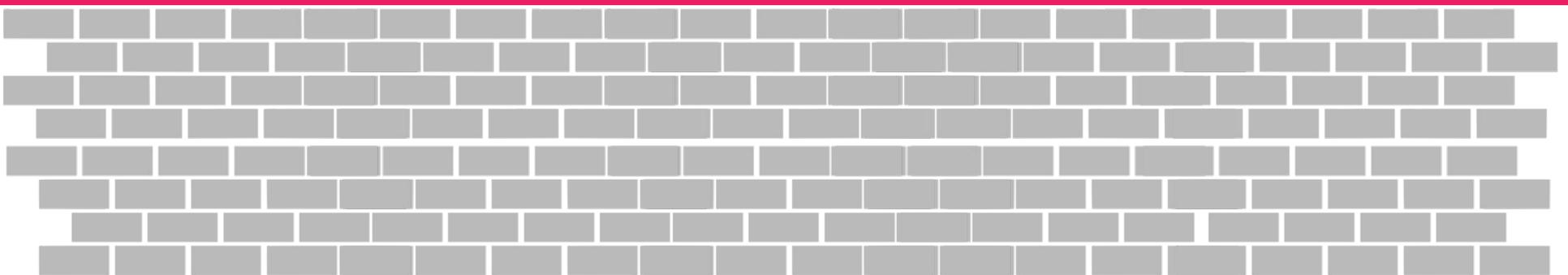
Sentence Outlines

- This type of outline is probably the type that fueled students' strong dislike of outlining
- Describes every detail of the paper
- Uses complete sentences to ensure understanding of every idea/support
- Helpful when writing about a more complex issue





4. General Tips for Structure



- **Introduction**

The introduction should engage the reader's attention, clearly indicate the topic of the paper, and provide the main claim (thesis statement).

- **Background**

Generally, a research paper should have a background section. This would be a place to get everyone on the same page by doing one or more of the following:

- giving a short historical overview of the issue or problem (if applicable and necessary)
- discussing the evolution or state of research on the issue (consider the background section of "Where the Wild Things Should Be")
- pointing out any gaps in research
- defining any necessary terms

- **Major Point 1 (Subclaim that backs up the main claim)**

Each major point might very well be more than one paragraph. You might consider the

— — **major points as the section headings.**

- **Minor point 1: Each paragraph will connect to this major point and provide your ideas and as well as ideas from your research as support. You can include quotations in an outline, if that's helpful.**

- **Minor point 2 and evidence and analysis**

- **Major Point 2 (Subclaim that backs up the main claim)**

- **Minor point 1 and evidence/examples and discussion**

- **Minor point 2 and evidence/examples and discussion**

- **Major Point 3...and so on**

- **Conclusion**

Building blocks

Each of your main points should build on one another, so organization is important. Without prior planning, your ideas may seem out of order, disconnected, and shaky.

Example Outline