

Outline Format

General Topic:

Working Title:

Outline:

- I. Introduction
 - a. Think about beginning the paper with an important or interesting fact, quote, or similar to grab the readers attention
 - b. Background / general information should probably go in the introduction (but it depends on your writing style)
 - c. Thesis: The introduction section should always include the thesis statement. A good thesis statement should lead to clear subtopics that will become the body of the paper.

- II. Body of Paper / Research
 - a. Subtopic I
 - i. Topic sentence
 - ii. Researched information: combination of secondary and primary sources
 - iii. Include Quotes or Documents that prove your thesis
 - iv. Concluding sentence

 - b. Subtopic II
 - i. Topic sentence
 - ii. Researched information: combination of secondary and primary sources
 - iii. List Quotes or Documents that prove your thesis
 - iv. Concluding sentence

 - c. Subtopic III (you may have more or fewer subtopics depending on your thesis)
 - i. Topic sentence
 - ii. Researched information: combination of secondary and primary sources
 - iii. List Quotes or Documents that prove your thesis
 - iv. Concluding sentence

- III. Conclusion
 - a. Sums up main idea
 - b. Re-addresses the thesis statement
 - c. Makes a clear connection to the NHD theme

- IV. Visuals / Photographs (you are required to have at least three photos in your essay that will help to enhance the reader's understanding of the topic)
 - a. Photo 1
 - i. Caption information
 - b. Photo 2
 - i. Caption information
 - c. Photo 3
 - i. Caption information

- V. Annotated Bibliography (these sources should be cited throughout the paper)
 - a. Secondary Sources
 - i. Proper format
 - ii. In alphabetical order
 - b. Primary Sources
 - i. Proper format
 - ii. In alphabetical order

* This is only a suggested outline format. There is no prescribed organization for this essay as some topics may naturally lead to a different way of organizing the paper. Everyone has his or her own style of writing. Part of your job as a researcher is to figure out how to convey the information you have researched effectively in this essay. Remember, it should all be tied into your thesis. You may find that you have too much information - this is okay. Your 1,000-word essay is only a start so you may use some of the information later when completing your final project.

When writing your essay please include a word count at the end. (If you are using Microsoft Word, this an option under tools) Your essay should be between 1,000 and 1,200 words.