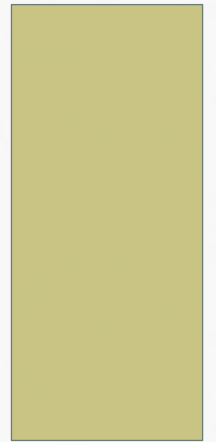


WRITING AN ESSAY

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TYPES OF ESSAYS

- **An essay** is a piece of formal writing which discusses a particular issue, situation or problem.
- **For and against essays** present both sides of an issue. For example advantages and disadvantages. Each point should be supported by justifications, example, and/or reasons. Your opinion is only in the final paragraph.
- **Opinion essays** present the writer's personal opinion, clearly stated and supported by reasons and/or examples. The writer's opinion is in the introduction and also restated in the conclusion.
- **Essays suggesting solutions** to problems, in which problems are analysed and possible solutions are presented, together with expected results.

A GOOD ESSAY SHOULD CONSIST OF:

- **an introductory paragraph** in which you clearly state the topic to be discussed;
- **a main body**, in which points are clearly stated in separate paragraphs and justified;
- **a closing paragraph** summarising the main points of the essay, in which you state/restate your opinion, and/or give a balanced consideration of the topic.

POINTS TO CONSIDER

- Present each point in a separate paragraph. A well developed paragraph contains a clear topic sentence, which summarises the contents of the paragraph, as well as a clear justification, explanation or example in support of the point represented.
- Quotations, rhetorical questions or thought-provoking statements always make it more interesting.
- Formal style (advanced vocabulary, passive voice, formal linking words/phrases, complex sentences, no spoken language!)

PARAGRAPH PLAN: FOR AND AGAINST ESSAYS

- **Introduction**
- **Paragraph 1** (state topic without stating your opinion)
 - **Main body**
- **Paragraphs 2-3** (arguments for and justifications, examples or reasons)
- **Paragraphs 4-5** (arguments against and justifications, examples or reasons)
 - **Conclusion**
- **Final paragraph** (balanced consideration or opinion)
(Opinion words: I think, I believe, In my opinion only here!)

PARAGRAPH PLAN FOR OPINION ESSAY

- **Introduction**
- **Paragraph 1** (state topic and your opinion)
 - **Main body**
- **Paragraphs 2-3** (viewpoints and reasons/examples)
- **Paragraphs 4-5** (opposing viewpoint and reason/example)
 - **Conclusion**
- **Final paragraph** (summarise/restate your opinion)

PARAGRAPH PLAN FOR SOLUTIONS TO PROBLEMS ESSAYS

- **Introduction**
- **Paragraph 1** (state topic and its causes/effects)
 - **Main body**
- **Paragraphs 2-3** (suggestions and results)
- **Conclusion**
- **Final paragraph** (summarise your opinion)

WRITING ESSAYS

opening:

It is often said that ... / Many people claim that ...

In this day and age ... / Nowadays ... / These days ...

We live in an age when many of us are ...

... is a hotly-debated topic that often divides opinion.

... is often discussed yet rarely understood.

It goes without saying that ... is one of the most important issues facing us today.

The following essay takes a look at both sides of the argument.

introducing points:

Firstly, let us take a look at ... / To start with, ...

First of all, it is worth considering ...

Secondly, ... Thirdly, ...

Furthermore, ... / In addition, ... / What is more, ... / On top of that, ...

Another point worth noting is ... / Another factor to consider is ...

Lastly, ... / Finally, ... / Last but not least, ...

presenting ideas & giving examples:

When it comes to noun/gerund, ...

In terms of noun/gerund, ...

With respect to noun/gerund, ...

Not only ... but also ...

According to experts, ...

Research has found that ...

There are those who argue that ...

For instance ... / For example ... / such as ...

expressing result & reason:

As a result, ... / As a result of ...,

... has led to ... / ... has resulted in ...

Consequently, ... / Therefore, ...

On account of ... / Due to ...

One reason behind this is ...

contrasting:

Although/Even though subject + verb, ...

Despite/In spite of noun/gerund, ...

Despite the fact that subject + verb, ...

On the one hand ... On the other hand ...

However ... / Nevertheless, ... / Even so ...

concluding:

To sum up, ... / In conclusion, ...

All things considered, ...

Taking everything into consideration, ...

Weighing up both sides of the argument, ...

The advantages of ... outweigh the disadvantages.

opinion:

As far as I'm concerned, ...

From my point of view, ...

In my opinion, ...

Personally speaking, ...

My own view on the matter is ...



First of all, I think ...
Not only that, but I also think that ...
Not only are they ..., they are also ...
They are not ..., nor are they ...
There are various/several/many reasons for this.
First, ... / Firstly, ...
Second, ... / Secondly, ...
Moreover, ... / Furthermore, ... / In addition, ...
Another significant point is that ...
On the one hand, ... On the other hand, ...

In contrast to this is ...
Because of ...
The reason is that ...
In that respect ...
The result of this is that ...
Another aspect/point is that ...
It is because ...
Although it is true that ... it would be wrong to claim that ...
That may sometimes be true, but ...
One could argue that ..., but ...

Providing Examples:

Take for example ...
Look at ...
For instance ...
For example ...
Let me give you an example.

Additions and Conclusion:

Most probably ...
It appears to be ...
As I already indicated ...
In other words, ...
I am most concerned about ...
I would (just) like to add ...
So all in all I believe that...

ADDING

**and
as well as
moreover
furthermore
in addition
too
on top of that
another point is**

SEQUENCING

**first, firstly, first of all
second, secondly..
third
next
meanwhile
now
subsequently**

ILLUSTRATING

**for example
such as
for instance
in the case of
as shown by
illustrated by
take...
one example is..**

COMPARING

**similarly
likewise
as with
like
equally
in the same way**

QUALIFYING

**but
however
although
unless
except
apart from
as long as
if**

CONTRASTING

**whereas
alternatively
unlike
on the other hand
conversely
having said that
nevertheless
however**

CAUSE AND EFFECT

**because
because of
as a result of
consequently
therefore
thus
owing to
due to**

SUMMARY

**in short
on the whole
in other words
on the whole
overall
generally
in general
in brief**

EMPHASIZING

**above all
in particular
especially
significantly
indeed
notably**

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