

Creating an Outline

T I T L E

Topic :

Purpose Statement:

Central Idea/Thesis:

I N T R O D U C T I O N

- I. Attention Getter
- II. Establish Credibility
- III. Audience Motivation
- IV. Preview Main Points

* T R A N S I T I O N *

B O D Y

- I. Main Point
 - A. Subpoint
 1. Supporting Material
 2. Supporting Material

* T R A N S I T I O N *

II. Second Main Point

B. Subpoint

1. Supporting Material
2. Supporting Material

*** T R A N S I T I O N ***

III. Third Main Point

C. Subpoint

1. Supporting Material
2. Supporting Material

*** T R A N S I T I O N ***

C O N C L U S I O N

I. Refer Back To Attention Getter

II. Review of Main Points

III. Memorable Statement

Tips:

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- Try not to have more than 4 main points OR subpoints.
- Supporting material includes both research & examples.
- Outline should be completed in full sentences.
- Make sure sources are properly throughout.