**Formal Essay Format**

**Introduction Paragraph:**

1. Topic sentence introduces a general thesis/theme
2. A sentence that narrows down to a more focused topic or theme
3. Introduce the author (if available)
4. Introduce the title of the text (if available)
5. Narrows down the topic by identifying the issue/problem
6. Finish off with your final thesis statement (make it very clear)

**Body Paragraphs: (***Three paragraphs-in order of strong/weakest/strongest***):**

1. Begin with sentence that relates back to thesis/theme in introductory paragraph
2. Sentences that add proof and back up to your point for the beginning sentence (# of sentences depends on how much you need to back up your point)
3. Add a sentence like a comment/fact/question that relates back to the theme/thesis

**Conclusion Paragraph:**

1. Begin with a sentence that clearly relates back to thesis/theme
2. Sentences that relates back to the three points
3. Final sentence that comments/questions etc. that concludes the significance of your theme/thesis/argument

\*Reminders: Avoid using the phrases “In conclusion…”  
 “First…..Second…lastly….”