

WRITING A COLLEGE LEVEL PAPER: THE SIX STEP GUIDE

Step One: Plan

--Every paper needs a focus and a purpose. Find yours by asking two main questions....

1. What am I writing about? [Topic]
2. What am I going to say? [Thesis]

Step Two: Topic

--You choose your topic or it may be given to you. If you choose a topic, keep the following in mind...

1. Pick one main theme or idea to discuss
2. Make sure you are clear and direct. Keep it brief and concise

Step Three: Thesis

1. Keep it simple – one sentence.
2. Place it in a place of importance – at the end of the introduction.
3. Focus on the topic and explains how you will explore it. This will establish your academic argument.

-Example: "This paper will examine [Insert topic here] through discussion of [Paper Point 1], [Paper Point 2], [Paper Point 3]."

Step Four: Introduction

1. Create a Background or Setting directly related to the topic
2. Build a short paragraph that leads to the Thesis Statement [Note: Approximately 5 sentences]
3. Remember to add your thesis statement at the end!

Step Five: Body

1. Create multiple paragraphs that relate to the Paper Points listed in the thesis
2. Remember to follow the point order listed in the thesis. Think of the thesis as a trail of bread crumbs.
3. Remember these paragraphs should contain your original analysis of primary sources and their cultural and historical context

Step Six: Conclusion

1. This should be your last paragraph
2. This paragraph should restate the topic and previous Paper Points
3. Do not add new information