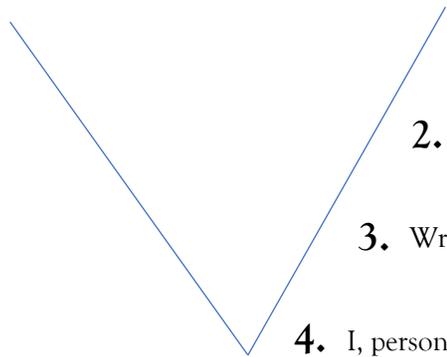


Introductions and Conclusions

Though every piece of writing varies based on the assignment or purpose, there is a common organizational structure of introductions and conclusions in academic papers. Below you will find descriptions of the “steps” you can apply in your own essays. First, you will see examples that demonstrate moving between broad to specific information about a topic. Then, you will see examples in which these steps are applied for an academic argument.

Introduction: The first paragraph of your paper that is meant to provide background information or context on your topic and include your argument/stance on the subject.

Example:

- 
1. Faculty and staff at Valencia College like food.
 2. Staff in the LNC Tutoring Center like pizza.
 3. Writing tutors like sausage pizza.
 4. I, personally, like pineapple pizza.

1. Give broad information that relates directly to your topic. This could include the bigger impact that your topic has on society as a whole or how it may affect a larger community. For this, always think “big picture.”

Faculty and Staff at Valencia College like to be provided with food at meetings.

2. Start to narrow down the information to relate more closely to the topic you will be covering in your paper. This is still considered to be “big picture,” but is also a bit more specific to your topic.

Staff in the tutoring center like to get pizza during their training meetings.

3. You are now starting to veer away from the broad information and begin to represent the topic to which your argument directly relates. You are becoming more specific.

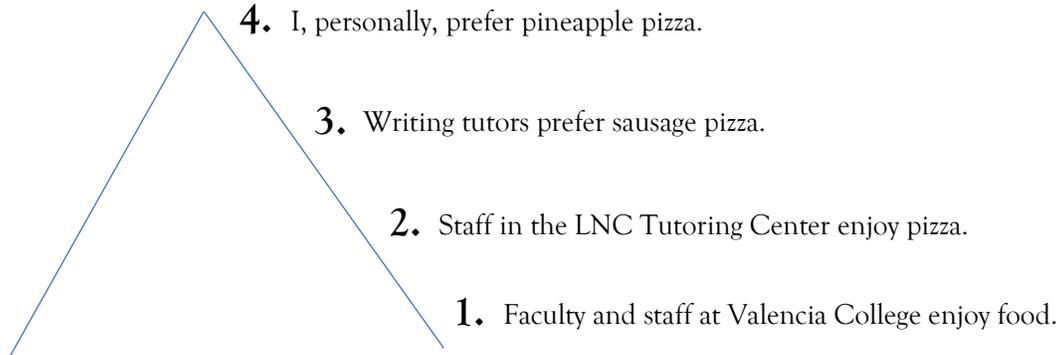
The cheese pizza provided to staff in the tutoring center may not feed the tutors who are gluten-free or lactose intolerant.

4. This will be the most specific point of the introduction: your thesis statement. This is one sentence where you will state your argument/stance on your topic and say what you will be talking about throughout your paper.

Tutoring staff should be provided with more than one type of food to choose from so that everyone’s dietary needs are addressed and no one feels left out.

Conclusion: The last paragraph of your paper “wraps up” all of the information that was provided in your paper. This is where you will restate your argument and relate your information back to the broad scope that you began with in your introduction.

Example:



4. Restate your thesis, which will be the most specific part of your conclusion. You will emphasize your argument/stance on your topic, but this should be phrased differently than how you phrased your thesis in your introduction.

During meetings, tutors should be given multiple options for lunch so that all tutors’ dietary needs are met.

3. Begin branching out into the bigger picture of your topic and how it may be perceived in the eyes of others. This is still specifically related to your argument but will begin to broaden the scope.

After all, the cheese pizza provided to staff in the tutoring center will not accommodate the tutors who are gluten or lactose intolerant.

2. Start to veer away from the specific aspects of your argument and begin to address more general aspects of your topic. This still has to be relevant to your argument but should be more broad about how this may affect the world and society as a whole.

Staff in the tutoring center enjoy receiving lunch during training, but dietary restrictions can be isolating when gatherings of people don’t acknowledge them.

1. Finally, this is where you are the most general in your conclusion. This is in relation to the grand scheme of how your topic relates to society or the community. This is considered to be the “big picture” when writing your conclusion.

Valencia College as a whole should pay attention to the dietary needs of its faculty and staff so that members of our community don’t feel like they are not valued.