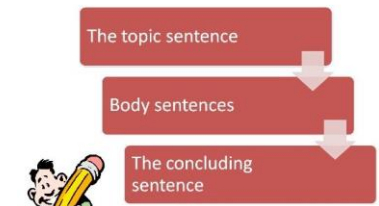


Lesson 1

Paragraph Structure

Paragraphs have three principal parts:



<https://inside.tru.ca/2017/03/30/paragraph-structure/>

Goal: Gain knowledge of paragraph structure

Objectives:

1. Learn how to achieve well-formed paragraphs
2. Identify the parts of a paragraph and label them

What is a paragraph?

A paragraph is a collection of **related sentences** dealing with a single topic. To be as effective as possible, a paragraph should contain each of the following: **Unity, Coherence, a Topic Sentence, and Adequate Development**. As you will see, all of these traits overlap. Using and adapting them to your individual purposes will help you construct effective paragraphs.

1. Unity:

The entire paragraph should concern itself with a single focus. If it begins with a focus or major point of discussion, it should not end with another or wander within different ideas.

2. Coherence:

Coherence is the trait that makes the paragraph easily understandable to a reader. You can help create coherence in your paragraphs by creating **logical bridges** and **verbal bridges**.

- **logical bridges:**

The same idea of a topic is carried over from sentence to sentence;
Successive sentences can be constructed in parallel form.

- **verbal bridges:**

Key words can be repeated in several sentences;
Synonymous words can be repeated in several sentences;
Pronouns can refer to nouns in previous sentences;
Transition words can be used to link ideas from different sentences.

*Remember to:

- be consistent in point of view, verb tense, and number.; and
- use transition words or phrases between sentences and between paragraphs.

Some useful Transition devices

- **To show addition:** again, and, also, besides, equally important, first (second, etc.), further, furthermore, in addition, in the first place, moreover, next, too
- **To give examples :** for example, for instance, in fact, specifically, that is, to illustrate
- **To compare:** although, and yet, at the same time, but, despite, even though, however, in contrast, in spite of, nevertheless, on the contrary, on the other hand, still, though, yet
- **To summarize or conclude :** all in all, in conclusion, in other words, in short, in summary, on the whole, that is, therefore, to sum up

- **To show time:** after, afterward, as long as, as soon as, at last, before, during, earlier, finally, formerly, immediately, later, meanwhile, next, since, shortly, subsequently, then, thereafter, until, when, while
- **To show place or direction:** above, below, beyond, close, elsewhere, farther on, here, nearby, opposite, to the left (north, etc.)
- **To indicate logical relationship:** accordingly, as a result, because, consequently, for this reason, hence, if, otherwise, since, so, then, therefore, thus

3. A topic sentence:

A topic sentence is a sentence that indicates in a general way what idea or thesis the paragraph is going to deal with. Although not all paragraphs have clear-cut topic sentences, and despite the fact that topic sentences can occur anywhere in the paragraph (as the first sentence, the last sentence, or somewhere in the middle), an easy way to make sure your reader understands the topic of the paragraph is to put your topic sentence at, or near the beginning of the paragraph. (This is a good general rule for less experienced writers, although it is not the only way to do it).

4. Adequate development

The topic (which is introduced by the topic sentence) should be discussed fully and adequately. Again, this varies from paragraph to paragraph, depending on the author's purpose, but writers should beware of paragraphs that only have two or three sentences. It's a pretty good bet that the paragraph is not fully developed if it is that short.

Paragraph Structure

Most paragraphs in an essay have a three-part structure--**introduction**, **body**, and **conclusion**. You can see this structure in paragraphs whether they are narrating, describing, comparing, contrasting, or analyzing information. Each part of the paragraph plays an important role in communicating your meaning to your reader.

- **Introduction:** the first section of a paragraph; should include the topic sentence and any other sentences at the beginning of the paragraph that **give background information** or provide a transition.
- **Body:** follows the introduction; **discusses the topic sentence**, using facts, arguments, analysis, examples, or other information.
- **Conclusion:** the final section; **summarizes** the connections between the information discussed in the body of the paragraphs and the paragraph's topic sentence.

(Adapted from: <http://owl.english.purdue.edu/owl/resource/606/2/>)

Figure 1, below, shows some types of organization patterns in which paragraphs are organized.

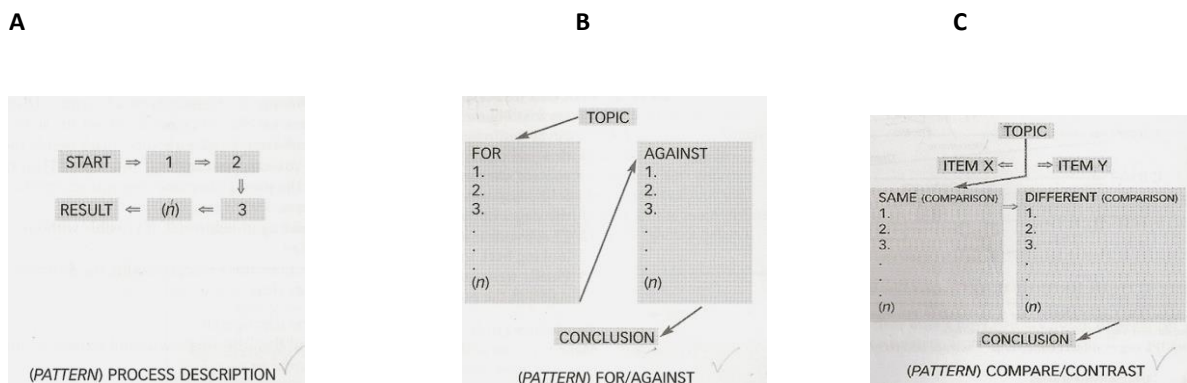


Figure 1. Frames and their Organization Patterns. Source: Wallace (2004)

Paragraph Structure Tasks

1. Read the paragraph below. Then choose the best option for the title.

- a. Laptops ten years ago
- b. Characteristics of the Spectre x360
- c. Old and new laptops



If you want a laptop with the most versatility, a 2-in-1 that either bends back or detaches to switch into tablet mode is your best choice. The HP Spectre x360 combines attractive aesthetics with loads of power and a couple of very useful characteristics. Moreover, there is a lot to love about the Spectre x360 but the first thing you'll notice is the laptop's marvelous chassis, which looks like a jewel with its soft edges. Furthermore, complimenting the elegant design is a vivid 13.3-inch display that has powerful colors. On the inside, this laptop offers enough power to run demanding programs or browse dozens of webpages. In addition, the Spectre x360 has an excellent keyboard and powerful speakers, despite its slimness. To conclude, it can be said that the Spectre x360 is a complete gadget which is highly recommended.

Adapted from: <https://www.laptopmag.com/articles/best-2-in-1-laptops>

2. What is the topic sentence of the paragraph?

- a. The HP Spectre x360 combines attractive aesthetics with loads of power and a couple of very useful characteristics.
- b. Complimenting the elegant design is a vivid 13.3-inch display that has powerful colors.
- c. To top it off, the Spectre x360 has an excellent keyboard and powerful speakers, despite its slimness.

3. What sentences **would not fit** in the paragraph above?

- a. The Lenovo Flex 6 11 is one of the least expensive laptops to offer a flexible 2-in-1 design and responsive touchscreen.
- b. This feature of the screen makes the machine very useful for photographers who love bright colors.
- c. The Flex 6 11 delivers in a big way when it comes to battery life, lasting more than 9 hours on a charge.
- d. Design lovers will enjoy having this treasure at hand every day.
- e. The Chromebook x2 is a premium 2-in-1 that delivers nearly 9 hours of endurance in a sleek design.

<https://www.laptopmag.com/articles/best-2-in-1-laptops>

4. Write the 4 transitional devices that were used in the paragraph.