

# HOW TO WRITE AN ESSAY



## HOW TO WRITE AN ESSAY IN 9 STEPS

### READ YOUR ESSAY PROMPT THOROUGHLY

It is vitally important that you carefully read through the essay prompt and are sure that you fully understand it. You should look at any keywords within the prompt such as 'discuss' or 'compare.' These words will give you a more clear idea of what is expected from the essay. You will then want to look at any specifics, for example does the prompt ask you to write about a certain time period, product or person? This will ensure that you are clear on the specifics and will not stray from them.



### CHOOSE A TOPIC

- You might decide to do some brainstorming and map out all the ideas that spring to mind. This should be done in a quiet place where you can focus on your ideas. Make notes of anything that comes to mind to begin with, you can narrow these down later on.
- Once you have completed your brainstorming, you can now select a more specific idea which is related to the original essay question. It is important to be original but not to stray away from the main focus of the essay.

### OUTLINE THE ESSAY

Before you can put pen to paper, it is important to plan out your essay and outline what you will write. This will give you a much easier time when it comes to actually writing the essay.

Things you will want to consider when outlining your essay might be as follows:

- What are the main ideas you want to put across?
- What are your own thoughts?
- How will you structure your essay?
- What statistics and data might you include?



### STRUCTURE OF THE ESSAY

#### INTRODUCTION

- An initial sentence outlining the essay.
- Thesis statement.

#### BODY OF THE ESSAY

- Detail statistics
- Talk about relevant information
- Present any research you have performed
- Include any data you have discovered relative to the subject

#### CONCLUSION

- Give the thesis statement once again
- Support your arguments
- Include a call to action.

### WRITING THE ESSAY

You should start with creating a thesis statement. This is a sentence which details the reason for writing the essay and gives the reader a clear picture as to what it will be about. It is important to include the following points in your thesis statement.

- The topic of the essay
- Your main argument



### WRITE YOUR INTRODUCTION PARAGRAPH

Once you have detailed your thesis statement, you should write a paragraph to introduce the essay. In order to write an introduction which is going to grab the attention of your readers, you should include something which is particularly interesting such as a shocking statistic or an anecdote. You can get as creative as you wish but it is important to remember that the introduction should stay relevant to the topic of the essay.

### WRITE THE BODY OF YOUR ESSAY

- The body of the essay is used for you to fully discuss the topic as well as your own personal thoughts on the subject by way of arguments and ideas. You can take each of your ideas from your essay outline and write a paragraph on each of these, in an order which flows and allows each idea to link in with the next.
- You can include examples to back up your argument but it is important to remember that any research or references should be detailed within the work.



### WRITE A CONCLUSION

Now that all of your ideas have been detailed, you can begin to write a paragraph to conclude everything you have written. You now have the opportunity to sum up your thoughts and also point towards the thesis statement for a final time, this will serve as a support to your position on the subject.

### EDITING YOUR ESSAY

- Before you submit your essay, it is very important that you reread it and make any edits with spelling and grammar as well as adding in or taking away any information which you deem necessary.
- You might consider reordering your essay so that the most important points are included first and less important ones nearer to the end of the essay.



# Steps To Make An Essay

**Kendall Haven**



## **Steps To Make An Essay:**

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