**Structuring your essay**

**Academic essays must focus on the title question and address the specified question. An essay has four parts: Introduction, Body, Conclusion, and References/Bibliography. It can be helpful to develop a writing plan which can include notes on what you already know, the main issues, your questions, and a list of items to research. Writers redraft many times. Plan your time accordingly by working backwards from the deadline to map out what needs to be done for the task. Be clear about the structure of your writing before you start writing your final drafts. Be mindful of word counts, and how many pages this essay will be at the end.**

* In the***Introduction*,** explain what the essay is going to tell the reader. Your introduction should show your reaction to the question, and state the purpose of your essay. Here you will give your interpretation of the essay title question, summarise your conclusion, list the issues that you will explore, and provide a short outline of how you will tackle each issue in the order in which they appear in your essay. (10% of the total length of the essay)
* The ***Body*** of your essay is where you develop your argument in detail through a logical line of reasoning. Each key element listed in the Introduction should be discussed in a separate but connected paragraph. Regular paragraphing indicates a clear structure and illustrates the main points. The first paragraph of the body addresses the first issue you mentioned in the introduction. Start this paragraph with a sentence to introduce the main idea, or premise. Next, develop the topic further and include examples, evidence, quotes, details, discussion and illustrations, and references. Lead into the next paragraph with a linking sentence. In the second paragraph, link to the first then introduce the main idea or premise of the second paragraph. Subsequent sentences develop the paragraph’s topic, etc. Each premise should point directly to the essay title question. Paragraphs should be roughly equal in length.
* The ***Conclusion*** contains no new ideas, summarises your main themes and argument, and states your general conclusion making clear why your conclusions are significant and important. The purpose of the conclusion is to review the evidence in the essay’s body, and refer back to your view of the title question and your introduction. (10% of the total length of the essay)
* The***References*** *or* ***Bibliography***is a list all of the books, articles, and materials you refer to in the essay. Include texts that you read but did not refer to in the essay for a bibliography.

