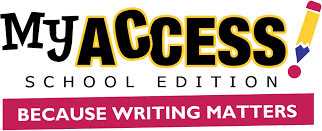
**Informative Expository Outline**

Understand the task. Read the writing task and identify the subject (what), the audience (who), and purpose (what).

|  |  |
| --- | --- |
| **INTRODUCTION-**   * Include a hook to grab the reader’s attention. A hook can be a question, an exclamation, fact, statistic, a quote or an interesting statement. * Provide background information for your reader to know what you are talking about. * Develop your thesis/controlling idea for your essay. |  |
| **MAIN IDEA AND DETAILS**   * Use a transition word or phrase to introduce your **first** main idea/topic sentence * Write supporting details (facts, examples, statistics, quotes) * When you include references, cite them properly |  |
| **MAIN IDEA AND DETAILS**   * Use a transition word or phrase to introduce your **second** main idea/topic sentence * Write supporting details (facts, examples, statistics, quotes) * When you include references, cite them properly |  |
| **MAIN IDEA AND DETAILS**   * Use a transition word or phrase to introduce your **third** main idea/topic sentence * Write supporting details (facts, examples, statistics, quotes) * When you include references, cite them properly |  |
| **CONCLUSION**   * Emphasize why the thesis/controlling idea and your main ideas are important * Suggest one or more reasons the audience may want to learn more * Include a strong statement that connects your conclusion with your introduction |  |
| **TRANSITIONAL WORDS**  Reread what you wrote in this outline.  Add transitional words to each box to show how your ideas are connected (example: One reason, Most importantly, In addition) | |