Steps for paragraph writing LIP 411S

Step 1 — write an outline

When writing a paragraph, first write an outline of the paragraph and include:

- the topic
- supporting information.

**Example**

**Topic** — smoking & health hazards

**Outline**

- Lung cancer — proven link
- Other lung diseases — emphysema, bronchitis
- Heart disease — risk factor
- Passive smoking — effect on others

Step 2 — write the topic sentence

Write a topic sentence.

**Example**

There are several serious health hazards directly linked to smoking.

Step 3 — write supporting sentences

Next write a supporting sentence for each point. Use facts or examples to support your points.

**Example**

The link between smoking and cancer is well known. As well smoking is linked to other lung diseases like emphysema and bronchitis. Smokers also have a greater risk of heart disease later in life. This is evidenced in recent court cases in the USA where smokers have been awarded damages from tobacco companies. Further, there is substantial research that even passive smoking can have long term effects on health.
Step 4 — concluding sentence

Then write a concluding sentence to sum up.

Example
Clearly smoking is a dangerous habit and should be avoided.

Step 5 — final paragraph

Write the final paragraph.

Example

<table>
<thead>
<tr>
<th>topic sentence</th>
<th>supporting sentences</th>
<th>concluding sentence</th>
</tr>
</thead>
<tbody>
<tr>
<td>There are several serious health hazards directly linked to smoking. The link between smoking and cancer is well known. As well smoking is linked to other lung diseases like emphysema and bronchitis. Smokers also have a greater risk of heart disease later in life. This is evidenced in recent court cases in the USA where smokers have been awarded damages from tobacco companies. Further, there is substantial research that even passive smoking can have long term effects on health. Clearly smoking is a dangerous habit and should be avoided.</td>
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