

Narrative Writing

Most Important Event: An event that defines your narrative and leads it in another direction.

Conflict: is the struggle found in fiction. Conflict/Plot may be internal or external and is best seen in (1) Person in conflict with another person; (2) Person in conflict in Nature; (3) Person in conflict with self.

Solution: What solves the problem or resolves the conflict (s).

Details: Descriptions of people, places, and things in the narrative.

Sensory Details: Descriptions that are derived from the sense of smell, taste, touch, hearing, or sight.

Characters: The "who" of the narrative. Descriptions of the characters' looks, feelings, and reactions to events in the narrative are important to tell and describe.

Strong Verbs: Verbs that describe, in better detail, the actions in the narrative. Verbs like "ran" instead of "went" and "screamed" instead of "said."

Specific Words: Words that add concrete detail to elements in a narrative. Using a real name for something ("Tonka,TM" instead of "toy truck") makes the story come alive for the reader.

General Words: Words that give general descriptions to people, places, and things.

Transitions: Transitional words and phrases provide the glue that holds ideas together in writing. Examples of these are "First," "Second," "Finally," and "Suddenly."

Connecting Words (conjunctions): As their name implies, conjunctions join together elements of thought: words, phrases, sentences, and paragraphs. The list includes: "and," "or," "nor," "for," "so," "yet," "but."

Verbs: a word or group of words that express action, show a state of existence, or link the subject to the rest of the sentence.

Adjectives: words or phrases that describe or add information to nouns or pronouns.

Paragraph: A group of sentences that work together to develop one idea or topic within a larger piece of writing. An effective paragraph is developed, unified, and coherent.

Adverbs: Describe or add information to verbs, adjectives, and other adverbs.

Beginning-Middle-End/ Chronological order: The structure of a standard story. Narratives are usually arranged in chronological order so readers can clearly understand the plot.

Sequence of Events: The logical order of events that occur in a narrative. Clue words like "before," "next," "after," and "finally," can be used to guide the reader in the sequence.

Dialogue: A conversation between characters indicated by quotation marks and clue words like "said," "argued," and "pleaded." See the dialogue tags that are listed in the MY Access! Word Bank.

Informative Writing

Thesis Statement: A main point that is derived from the question and supported with examples and details in the informative essay. It states the position of the writer and brings together the information that supports it.

Main ideas: The main ideas are the subjects of the topic sentences for each section of the informative essay, and are supported by facts, details, and examples from the different sources being used. Generally, there are three main ideas for an informative essay.

Details: Details are the support for the main ideas in an informative essay. They can be in the form of description, facts, details, anecdotes, and examples.

Prompt: A question or set of questions, statement, or reading piece that is used as a starting point to create an informative piece of writing.

Formal/Informal Language: The type of language that is used determines the tone in the writing. Formal language is sophisticated, uses third person pronouns and formal names, and is in compound and/or complex sentences, while informal language may use first person, contractions, and simpler sentence forms.

Appropriate Language: How the language is written based upon what is appropriate for the subject, audience, and purpose of an informative essay.

Tone: The author's attitude about the topic. The tone may be expressed by word choice.

Word Choice: Different choices of words determine the tone of an informative essay. Standard English words are used with strict rules of grammar, punctuation, and spelling; colloquial words are informal and conversational; Slang is an alternative to both standard and colloquial words.

Facts and Details: Each and both are used to support the thesis statement and main ideas of an informative essay. Facts and details must not be altered to support an argument but be used in support of an argument.

Support: Support is a fact or detail that aids the thesis statement and main ideas in an informative essay.

Topic Sentence: A sentence that contains a single controlling idea that is supported by the rest of the paragraph.

Paragraph: A group of sentences that work together to develop one idea or topic within a larger piece of writing.

Introduction: The purpose of an introduction is to create interest in the topic for the reader. It can start with an interesting or startling statistic, a question, an anecdote, or a surprising statement as "hooks" for the writer to gain the interest of the reader.

Body: The purpose of the body is to support the thesis statement of an informative essay. Generally, it is one to three paragraphs in length with three arguments and support for the arguments.

Conclusion: Conclusions help the reader know that an informative essay is about to end. It can contain a summary of the main points to remind the reader of what was in an informative essay, or it can look forward with a question or a call to action for the reader.

Transitions: Transitions provide better understanding for the reader to understand the relationship between words, sentences, and paragraphs. They can indicate order of importance, how one event leads to another, and how one point supports another point. Examples include: "in addition," "likewise," "however," "in any event," "for these reasons," "next," "that is."

Facts: Facts are indisputable points used in an informative essay to support or refute an argument or arguments about a topic.

Statistics: Statistics are used in support or to refute an argument in an informative essay. They can be presented in a sentence, a chart or an outline format.

Anecdote: A short account of a personal experience (usually the writer's).

Accurate Details: All facts, assertions, and points made in an informative essay are accurate and should stand-up to scrutiny from the reader.

Specific Details: All facts, assertions, and points made in an informative essay are specific to the main ideas that are made in it and can stand-up to scrutiny from the reader.

Persuasive Writing

Prompt: A question or set of questions, statement, or reading that is used as a starting point to create a persuasive essay.

Formal/Informal Language: The type of language that is used determines the tone in the writing. Formal language is sophisticated, uses third person pronouns and formal names, and is in compound and/or complex sentences, while informal language may use first person, contractions, and simpler sentence forms.

Appropriate Language: How the language is written based upon what is appropriate for the subject, audience, and purpose of a persuasive essay.

Opinions/Arguments/Reasons: Opinions/arguments are the claims a writer is making about a topic. Generally, there are three opinions/arguments in a persuasive essay supported with facts, anecdotes, and examples.

Audience: The audience is the reader(s) of the essay. He/she/they can agree, disagree, or be neutral on the main point of a persuasive essay.

Tone: The author's attitude about the topic. The tone may be expressed by word choice.

Word Choice: Different choices of words determine the tone of a persuasive essay. Standard English words are used with strict rules of grammar, punctuation, and spelling; colloquial words are informal and conversational; slang is an alternative to both standard and colloquial words.

Topic: A topic of a persuasive essay is a subject that can be argued or debated. Often it is an issue that has two or more sides.

Issue: an important question or statement that is in dispute and must be settled.

Facts and Details: Each and both are used to support the arguments and assertions of the persuasive piece. Facts and details must not be altered to support an argument but be used in support of an argument.

Support: Support is a fact or detail that aids the argument(s) in a persuasive essay.

Topic Sentence: A sentence that contains a single controlling idea that is supported by the rest of the paragraph.

Paragraph: A group of sentences that work together to develop one idea or topic within a larger piece of writing.

Introduction: The purpose of an introduction is to create interest in the topic for the reader. It can start with an interesting or startling statistic, a question, an anecdote, or a surprising statement as "hooks" for the writer to gain the interest of the reader.

Body: The purpose of the body is to support the controlling idea of the persuasive essay. Generally, it is one to three paragraphs in length with three arguments and support for the arguments.

Conclusion: Conclusions help the reader know that a persuasive essay is about to end. It can contain a summary of the main points to remind the reader of what was in a persuasive essay, or it can look forward with a question or a call to action for the reader.

Persuasive Language: Language that is used to support the argument and assertions of the writer. The writer can use humor, anecdotes, questions, and transition words to lead the reader in the direction of the writer's argument.

Transitions: Transitions provide better understanding for the reader to understand the relationship between words, sentences, and paragraphs. They can indicate order of importance, how one event leads to another, and how one point supports another point. Examples include: "in addition," "likewise," "however," "in any event," "for these reasons," "next," "that is."

Facts: Facts are indisputable points used in a persuasive essay to support or refute an argument or arguments about a topic.

Statistics: Statistics are used in support or to refute an argument in a persuasive essay. They can be presented in a sentence, a chart or an outline format.

Anecdote: A short account of a personal experience (usually the writer's.)

Personal Experience: Personal experiences add relevance and support to a persuasive essay. But it is also important to use factual information as well to support an argument. Personal experiences can serve as good anecdotes to start or conclude a persuasive essay.

Convincing Details: A writer should use details that convince a reader to support his or her arguments in a clear and convincing manner.

Accurate Details: All facts, assertions, and points made in a persuasive essay are accurate and should stand-up to scrutiny from the reader.

Specific Details: All facts, assertions, and points made in a persuasive essay are specific to the arguments that are made in it and can stand-up to scrutiny

Opposing View/ Argument: A persuasive essay needs to describe and refute the views and arguments of the opposing side. Without this, the essay itself does not stand up to scrutiny from the reader.