

The Essay Structure

Introduction = 5% length

Tells the reader how you will answer the Question.
Write last, once you know where the essay is going.

Body = 80% length

Answers the Question! In a chain of paragraphs that build and present a CASE.

Each paragraph:

- ✓ One big idea
- ✓ Introduce
- ✓ Define
- ✓ Offer argument
- ✓ Offer evidence & discuss
- ✓ Make final point

The Reader is asking you – and your writing should answer – the following questions:

- ? What is this paragraph about?
- ? What exactly is that?
- ? What is your argument on this (in relation to the question)?
- ? What is your evidence? What does it mean?
- ? What is the final point (in relation to the Question)?

Conclusion = 15% length

- ✓ Re-state arguments
- ✓ Re-state points
- ✓ No new evidence
- ✓ Could make recommendation
- ✓ Proves that you have answered the whole question

(Some say you should write this first so you know where you are going – but re-write when you have finished changing your essay)

Plan

Draft

Review

Revise

Edit

Bibliography: Harvard System

Refer to **Cite them Right** for the correct referencing formatting.

Present your reference list in alphabetical order by author's surname.

See [Referencing, Plagiarism and Turnitin](#) on My.Cumbria for further referencing help and resources.