

WORKSHOP OUTLINE: OUTLINING AND ESSAY STRUCTURE

I. Basic Description: In 2-3 sentences, describe the workshop.

Students will learn how to brainstorm and outline a basic essay in accordance with standard conventions of style, structure, and format.

II. Workshop Entry Expectations

Skills Level Ranges: Reading 4; Writing 4; Listening/Speaking 4; Math 1

III. Workshop Exit Standards

Upon successful completion of this workshop, the student will be able to:

- 1) Identify basic brainstorming and outlining strategies;
- 2) Identify the structure of a basic essay, including an introduction, body paragraphs, and a conclusion.

IV. Workshop Content

The following concepts, ideas, or topics must be covered:

- 1) Brainstorming;
- 2) Outlining;
- 3) Essay structure.

V. Methods of Presentation

The following methods of instruction may be used in the course:

1. Directed class discussions, small-group discussions, peer group writing workshops, individual conferences, small-group conferences, and student presentations;
2. Films, audio-visuials, slides, and hand-out materials may be used to supplement discussion and readings;
3. Debate, role-playing activities, group projects, or other active learning;
4. Guest speakers from related disciplines may be invited to present special topical material;
5. Student ownership and presentation of assigned workshop material.

VI. Methods of Evaluation

The following methods of evaluation may be used in the workshop:

- 1) Pre- and Post-tests.

VII. Student Learning Outcomes

Upon successful completion of this workshop, the student will be able to demonstrate his/her ability to:

- 1) Draft an outline for a basic five-paragraph essay;
- 2) Explain the various components of a basic essay and the purpose of each component.