

جامعة الانبار

كلية التربية للعلوم الانسانية

قسم اللغة الانكليزية

مادة مقدمة في الكتابة الاكاديمية

المرحلة الثانية

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An Introduction to Academic Writing

Second stage

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Chapter Five

The 6th Lecture

Logical division of ideas is a pattern of organization in which you divide a topic into points and discuss each point separately. You can use logical division to organize many kinds of topics, for example:

- a) REASON for owning a Samsung/Blackerry, for exercising/ not exercising, for learning English. For being a teacher, etc.
- b) KINDS for teachers/ foods/ drivers/friends/students, etc.
- c) TYPES of books/movies/music/TV program you like or don't you like.
- d) ADVANTAGES or DISADVANTAGES of living in a small

town/big city/college dormitory, of being the youngest child, etc.

e) QUALITY of a good employee/good friend/teacher/parent, etc.

In addition to unity, which has already been discussed in previous material, every paragraph must have coherence. A coherence paragraph flows smoothly from beginning to end. A reader can follow your ideas easily because one sentence leads naturally to the next one; there are no sudden jumps.

There are three main ways to make your paragraph coherent:

a) Use Nouns and Pronouns consistently throughout a paragraph.

One way to achieve coherence is to use nouns and pronouns consistently throughout a paragraph, that is, continue to use the same nouns and pronouns you start with. For example, if you begin with plural noun such as student, don't change to singular. In addition, don't change pronouns; don't switch from you to they or he for no reason. Be consistent, if you use pronoun you at the beginning of your paragraph, keep it throughout.

Here's a tip to help you use pronouns consistently. Use a plural noun (employees) rather than a singular noun (an employee) when writing about a group of people of both sexes. When you need to use pronouns, the plural pronouns they, them, and there are less awkward than the singular phrases he or she, him or her, and his or hers.

Awkward : An employee must wear his or her ID badge at all

times.

Better : Employees must wear their ID badges at all times.

b) Use transition signals to show relationships among ideas.

Transition signals are words and phrases that connect the idea in one sentence with the idea in another sentence. They are expressions such as first/second, furthermore, on the other hand, for example, and in conclusion. Transition signals are like traffic signals; they tell your reader when to slow down, turn around and stop. Using transition signals makes your paragraph smoother and helps your reader understand it more easily.

Example of transition signals:

First, second, etc

First of all,

Furthermore, also, in addition, moreover,

A second (reason, kind, advantage, etc)

The final (reason, kind, advantage, etc)

c) Put your ideas into some kind of logical order, such as logical division of ideas.

Steps to make a logical division of idea paragraph

1) Begin a logical division paragraph with a topic sentence.

2) In the supporting sentences, discuss each point one after the

other. Introduce each new point with a signal word or phrase; in addition, support each point with a convincing detail such as an example or a statistic (numbers, amounts, percentages, etc).

3) End a logical division paragraph with a concluding sentence.
disaster.