

Outline Template: Summary and Response Essay

- I. Introduction
 - a. Follows one of the models in *Inquiry*, Chapter 9
 - b. Narrows toward the specific topic

- II. Summary Paragraph
 - a. First line includes author full name, full title of text, and gist of author's main point
 - b. Subsequent lines more specifically overview the author's point, sub-points, and methods
 - c. Final line provides a clear, single-sentence thesis statement which responds to the article

- III. Body
 - a. Responds to the text and avoids merely "ranting" about a related issue
 - b. Addresses concessions to your point (in one or two paragraphs)
 - c. Presents your main reasons to support your thesis statement
 - i. Should include at least two strong points to support your thesis
 - ii. Each point should clearly relate to your thesis
 - iii. Each point should engage the text and respond to the text
 - d. Each body paragraph should follow the guidelines laid out in *Inquiry*, Chapter 9:
 - i. Topic sentence
 - ii. Unity
 - iii. Evidence and discussion

- IV. Conclusion
 - a. First line reiterates the main point (restating the thesis in different words)
 - b. Answers the question, "So what?"
 - c. Follows a template laid out in *Inquiry*, Chapter 9