ESSENTIAL WRITING

1

From Sentence to Paragraph

PART I FROM SENTENCE TO PARAGRAPH					
p.10 Unit	BUILDING THE SENTENCE	Complete Sentences	Focus on GRAMMAR Independent Clauses		
		Fragments	Focus on GRAMMAR Common Fragment Errors		
		Capitalization and Punctuation	Focus on GRAMMAR Completing the Sentence		
p.16 Unit 2	COMBINING SENTENCES	Simple and Compound Sentences	Focus on GRAMMAR Using Conjunctions for Compound Sentences		
		Sentence Problems	Focus on FLUENCY Avoiding Choppy Sentences		
p.22 Unit	BUILDING THE PARAGRAPH	The Topic Sentence	Focus on STRUCTURE Parts of a Topic Sentence		
		Features of the Topic Sentence	Focus on STRUCTURE Characteristics of a "Good" Topic Sentence		
		The Topic Sentence with a Predictor	Focus on STRUCTURE Predictors in the Topic Sentence		
		The Concluding Sentences	Focus on STRUCTURE Signal, Restate, Summarize, and Leave a Final Message		
p.30 Unit 4	BUILDING THE PARAGRAPH �	The Supporting Sentences	Focus on STRUCTURE Major and Minor Support (Give Explanations / Give Examples /Give Anecdotes)		
		Structure of a Paragraph	Focus on STRUCTURE The Parts of the Paragraph and What They Do		

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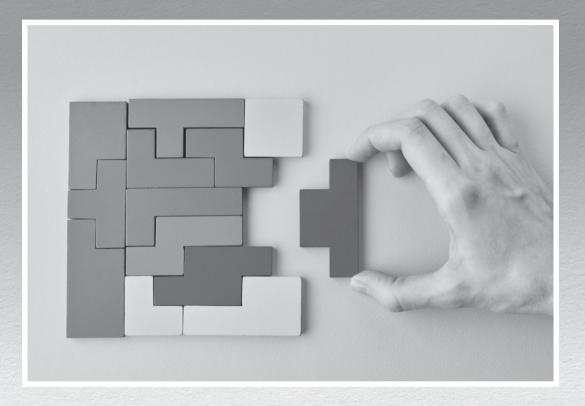
EXTRA UNIT ON WRITING						
p.40 Part	APPROACHES TO WRITING	Writing I	Focus on APPROACH Process versus Product			
		Writing II	Focus on APPROACH Process and Product			
p.42 Part 2	FORMATTING YOUR DOCUMENT	Formatting	Focus on FORMAT Formatting a Document			
PART II RHETORICAL PATTERNS						
p.46 Unit 5	THE PROCESS PARAGRAPH	Outlining Main Steps and Supporting Details	Focus on ORGANIZATION Creating an Outline			
		Time-order Words	Focus on COHERENCE Chronological Ordering			
p.53 Unit 6	THE PROCESS PARAGRAPH	Highlighting Important Details	Focus on GRAMMAR and MECHANICS Using Modals			
		Getting the Reader's Attention	Focus on MECHANICS Adding a Hook			
p.59 Unit 7	THE DESCRIPTIVE PARAGRAPH	Adjective Types	Focus on GRAMMAR Adjectives of Quantity and Quality			
		More Descriptive Adjectives	Focus on GRAMMAR Using Linking Verbs			
p.64 Unit 8	THE DESCRIPTIVE PARAGRAPH	Using Adjectives Effectively	Focus on STRUCTURE Adjective Order			
		Creating a Detailed Image	Focus on LANGUAGE Specific Language and Sensory Details			
		Organizing the Description	Focus on COHERENCE Spatial Ordering			

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p.71 Unit 9	THE NARRATIVE PARAGRAPH	Talking about Past Experiences and Events	Focus on GRAMMAR The Simple Past and Past Progressive (was/were + -ing)
		Connecting Events and Focusing the Reader	Focus on GRAMMAR Complex Sentences and Subordinating Conjunctions
p.78 Unit 10	THE NARRATIVE PARAGRAPH �	Descriptions in the Narrative Paragraph	Focus on STRUCTURE Describing Sensory and Emotional Experience
		Quoting Dialogue with Direct and Indirect Quotes	Focus on MECHANICS Speech in Narratives
		Pronoun-antecedent Agreement	Focus on GRAMMAR Tracking Pronoun-antecedent Relationships
p.84 Unit	THE OPINION PARAGRAPH	Introducing an Opinion	Focus on STRUCTURE Clarity and Singularity
		Convincing Your Reader	Focus on STRUCTURE Types of Supporting Details
		Opposing Opinions	Focus on STRUCTURE Counter-arguments and Refutations
		Opinions not Preferences	Focus on MECHANICS Expressing Opinions not Preferences
p.94 Unit 12	THE OPINION PARAGRAPH �	Logical Ordering	Focus on COHERENCE Order of Importance
		Irrelevant Sentences	Focus on UNITY Staying Focused on the Topic
		Concluding a Paragraph	Focus on STRUCTURE Leaving a Final Impression

PART I

FROM SENTENCE TO PARAGRAPH



Units 1 BUILDING THE SENTENCE

Units 2

Units 3-4

COMBINING SENTENCES

BUILDING THE PARAGRAPH