Essay Writing

**Whatever type of text you are asked to write, you need to ask yourself:**

* What is the purpose of this text?
* Who is the audience for this text?
* What is the structure of this text?

**How is the essay structured? The essay comprises the following:**

* Introduction



* Body
* Conclusion

**The function of the introduction is to:**

* introduce the general topic
* provide background which puts the topic in a broader context
* indicate the importance of an issue
* identify something that the reader does not know
* state the position that the author will argue
* provide an overview of what is to come
* explain how the discussion is organised
* define important terms used in the essay

**The body of the essay:**

* develops the position presented in the introduction
* is divided into a number of sections, each dealing with an argument or part of an argument
* comprises different paragraphs and is clearly linked to the overall position
* has paragraphs that are clearly linked together
* has topic sentences that are expanded with evidence and justification from research
* comprises quotes, paraphrases and summaries from your research that are referenced according to the referencing convention of your school

**The Conclusion:**

* restates the position that has been presented in the introduction
* summarises the major arguments supporting the position
* does not include any new points that were not raised or discussed in the body
* concludes with a final sentence linking the essay back to the wider context

Source adapted from: Brick, J 2011, Academic culture: a student’s guide to studying at university, 2nd edn, Macmillan, Australia.