

How to write an essay **~Reading and Writing assignment~**

Day 2: How to Write an Essay ②

1 . Topic Sentences

The **topic sentence** is the main idea or focus of a paragraph. It helps the reader understand what the paragraph will be about.

A topic sentence should state the main idea clearly – but it should not just announce what the main topic is. It should give a clear direction for the paragraph to take.

- x Today I'm going to discuss the benefits of gardening.
- Gardening has many health benefits.

A topic sentence must be balanced between general and specific.

Too general: The United States suffered a lot during the Civil War.

→ There is too much to discuss in a single paragraph or short essay.

Too narrow: Christmas trees are either cedars or firs.

→ This is just fact. There is nothing left to say.

The topic sentence is often written as **topic + comment or controlling idea**. The comment can be an opinion or fact that you will discuss more in the paragraph.

Examples:

Bees + play an important role in nature

→ Bees play an important role in nature.

To be an effective CEO + certain characteristics

→ To be an effective CEO requires certain characteristics.

Global warming + contributing factors

→ There are many possible contributing factors to global warming.

1. Practice writing topic sentences.

1. Cooking + many different skills

2. Pollution in Tokyo + many reasons

3. Graduating high school + _____

2. Choose the best topic sentence for the following paragraph. Think about the main idea of the paragraph.

In the not-so-distant past we would write a letter, mail it and wait days, if not weeks, for a reply. Information exchange was slow, and it was expected that a written discussion could take quite a long time, especially if it involved sending mail to a faraway place. As a result, it would take longer to reach business and personal decisions. Today, however, thanks to e-mail and Internet-based communication, we know that our letters arrive within a few minutes at most, no matter how far apart we may live. We expect replies much sooner and impose tighter deadlines on ourselves and on others. The use of e-mail has not only increased the speed of our exchanges but, more importantly, has made it possible to keep in touch regularly and at a fraction of what it would have cost some time ago.

- a) Electronic technology has changed our lives in many ways.
- b) Writing letters is more convenient than writing e-mails.
- c) Electronic technology has made communication quicker and less expensive.
- d) My mom uses e-mail to write to my grandmother.
- e) Electronic technology has made people expect replies sooner.

3. Write your own topic sentence for the following paragraph:

Topic sentence:

Water leads to overall greater health by cleaning out things that the body does not need that can cause disease. Moreover, water transports nutrients in the body and is essential for proper circulation. It helps to maintain healthy body weight and leads to increased energy levels. When people feel tired in the daytime, a lack of sufficient water in the body is the most common cause. In addition, according to some research, drinking water can significantly reduce back pain and prevent headaches.

2. Transition words

- These words connect your sentences. When you connect your sentences it gives your paragraph structure, order, and it is smoother.

1. <u>Sequence</u> 順番	2. <u>Result</u> 結果	3. <u>Addition</u> 追加
First/ Firstly Second/ Secondly Third/ Thirdly Next Last Finally	As a result As a consequence Consequently Therefore Thus	In addition Additionally Moreover Furthermore Likewise
4. <u>Contrast</u> 対比	5. <u>Reason</u> 原因・理由	6. <u>Example</u> 例証
In contrast On the contrary However While	Because of this Since As	For example For instance In particular Particularly Specifically Especially
7. <u>Summarize</u> まとめる		
For these reasons To summarize	In this way Thus	In conclusion Therefore

Examples: Put the group number next to the transition word.

It is important to take care when driving a car to avoid traffic accidents. First, pedestrians sometimes cross the street when the traffic light is green. As a result, it is easy to hit such people. Because of this, drivers should always look out for pedestrians, even if the light is green. Second, if a driver's mental condition is poor, they will not be able to pay attention to pedestrians and other drivers. For example, if the driver is tired or drunk. However, if a driver has a good mental condition, they can watch the road carefully. Finally, driving at a high speed increases the risk of traffic accidents. In addition, you will be caught by a speed camera. Therefore, drivers should think about these things when they are driving.

