

Essay Writing



Structuring an Essay

Essays



✧ There are three distinct types of essay

Descriptive Essays



Informative Essay



Analytical and Discussion Essay



A large, empty rectangular box with a light blue background, intended for writing the essay. The box is framed by a thin blue border.

A Good Essay



- ❧ Addresses the question
- ❧ Includes the Key Points and range of arguments
- ❧ Objective Style (not influenced by personal feelings or opinions in considering and representing facts)
- ❧ Evidence of Wide Reading
- ❧ References/Quotations Correct
- ❧ Own Words

A Good Essay



- ❧ Analytical and Questioning
- ❧ Conclusion
- ❧ Careful Introduction
- ❧ Neatly Presented

Essay structure



❧ Short essays (including exam answers) generally have this pattern:

❧ Introduction

❧ Main body

❧ conclusion

Introduction



- ❧ An effective introduction explains the purpose of the essay to the reader.
- ❧ Introductions are usually no more than about 10% of the total length of the assignment.
- ❧ Therefore, in a 2,000 word essay, the introduction would be about 200 hundred words.

Opening Sentences



- ✧ It can be difficult to start writing an essay, but especially in exams, hesitation will waste valuable times.
- ✧ The first few sentences should be general but not vague, to help the reader focus on the topic.

Common Essay Errors



- ❧ You cannot begin a sentence with AND or BUT
- ❧ Use AND rarely
- ❧ Split long sentences
- ❧ Journalese – over emphasis – very, more and more
- ❧ Cliché – Slang not to be used
- ❧ Rhetorical questions – use a phrase not a question

Common Essay Errors



- ❧ Do not use GET, find another word
- ❧ Difference between less and few (i.e. number of people – fewer)
- ❧ Avoid Contractions – Don't, Won't should be used in full
- ❧ A LOT OF – bad style – use MANY or another relevant word
- ❧ Can/May – use in the right context

Common Essay Errors



- ❧ Apostrophe – the dog's mouth, the lady's shoes, the ladies shoes
- ❧ Incomplete sentences
- ❧ Do Not Use ING words unnecessarily
- ❧ Accurate Punctuation =

Woman without her man is nothing



❧ Punctuated in different ways, the sentence can mean
VERY different things!

❧ Woman without her man, is nothing.

OR

❧ Woman: without her, man is nothing.

Main Body – Essay



- ❧ Develop themes and ideas
- ❧ Ensure points FLOW!
- ❧ Unless required, students should be objective in the work.
- ❧ Write in the 3rd person (unless told otherwise).
- ❧ Should be approx. 75% of the overall work .
- ❧ Consider REFERENCING STYLES!

Conclusion : Essay



- ❧ The conclusion is summarising your main points.
- ❧ Do NOT include any new points in to the essay.
- ❧ Conclusion should be approx. 15% of the overall work .