

Unit-2 Paragraph Writing

Paragraph: A paragraph can be defined as a distinct section of a piece of writing. It consists of several related sentences and deals with one controlling idea. This controlling idea is called the topic or the theme of the paragraph. The main function of a paragraph is to develop, support, exemplify, or explain this theme.

Essentials of Paragraph Writing:

- a) Presentation of single idea.
- b) A sequence of well connected sentences.
- c) Thematic unit within the paragraph.
- d) Conciseness and exactness.

In technical and professional writing, a paragraph may consist of the following three kinds of sentences:

- a) Main sentences.
- b) Major supportive sentences.
- c) Minor supportive sentences.

These sentences may be arranged logically by taking care of the proper distribution of emphasis in a paragraph.

Principles of paragraph writing: It is essential to develop the ability to write effective paragraphs. As the writing needs to be purposeful, precise and reader oriented, it is important to compose paragraphs that are clear, cohesive, concise and result oriented. Paragraph writing is a significant production skill, integrating both composing and organizing skills. In order to write an effective paragraph, a careful writing plan should be adapted to ensure proper **length, unity, coherence, logical development and organization of ideas.**

- 1) **The main sentences** express the main idea of the paragraph.
- 2) **The major supportive sentences** expand, illustrate, explain, support or strengthen the main idea with secondary points and major supportive details, finally.
- 3) **The minor supporting sentences** exemplify and import the main idea with minor points, minor supporting details.

Methods of Paragraph Writing

There are so many ways of developing a paragraph. However, the basic patterns of logically organizing information in a paragraph include:

- 1) **Inductive order:** In this logical organization, specific details, examples and illustrations come first. They are followed by general statements.
- 2) **Deductive order:** This logical pattern involves the process of moving from a general statement premise, principle, or law to specific details.

3) Special organization: special organization or order of place involves the process of dividing a subject or topic based on how they are arranged in space.

4) Interrupted method: Whenever the writer gives a break to the line of thought and gives a turn to the idea to produce the desired effect, he uses this method.

5) Linear: Linear logical order refers to a systematic order as a line. One idea logically leads to another idea in a natural way.

6) Chronological organization: Chronological organization refers to the narration of events in the order in which they occur in time.

REQUISITES OF PARAGRAPH CONSTRUCTION:

In general, the purpose of a paragraph is to express **one** point, idea or opinion.

For example: Students require more recreational time in order to better focus on lessons in class.

This main idea is expressed through three sections of a paragraph:

1. Beginning - Introduce your idea.
2. Middle - Explain your idea.
3. End - Make your point again, transition to next paragraph.

There are four sentence types used to construct a paragraph:

1. **Topic sentence:** One sentence which states your idea, point, or opinion. This sentence should use a strong verb and make a bold statement.

For example: Students require more recreational time in order to better focus on lessons in class.

NOTE: Notice the strong verb 'require' which is a call to action. A weaker form of this sentence might be: *I think students probably need more recreational time ...* This weaker form is inappropriate for a topic sentence.

2. **Supporting sentences:** Supporting sentences (notice the plural) provide explanations and support for the topic sentence (main idea) of your paragraph.

For example: In fact, studies have shown that students who enjoy a recess of more than 45 minutes consistently score better on tests immediately following the recess period. Clinical analysis further suggests that physical exercise greatly improves the ability to focus on academic materials.

NOTE: Supporting sentences provide the evidence for your topic sentence. Supporting sentences that include facts, statistics and logical reasoning are much more convincing than simple statements of opinion.

3. **Concluding sentence:** The concluding sentence restates the main idea (found in your topic sentence) and reinforces the point or opinion.

For example: Longer periods of recess are clearly required to allow students the best possible chances of success in their studies.

NOTE: Concluding sentences repeat the main idea of your paragraph in different words.

4. **Transitional sentence:** The transitional sentence prepares the reader for the following paragraph.

For example: Clearly, physical exercise is just one of the necessary ingredients for improving student scores on standardized tests.

NOTE: Transitional sentences should help readers logically understand the connection between your current main idea, point or opinion and the main idea of your next paragraph. In this instance, the phrase 'just one of the necessary ingredients ...' prepares the reader for the next paragraph which will discuss another necessary ingredient for success.

So, the full paragraph in example is as follows:

Students require more recreational time in order to better focus on lessons in class. In fact, studies have shown that students who enjoy a recess of more than 45 minutes consistently score better on tests immediately following the recess period. Clinical analysis further suggests that physical exercise greatly improves the ability to focus on academic materials. Longer periods of recess are clearly required to allow students the best possible chances of success in their studies. Clearly, physical exercise is just one of the necessary ingredients for improving student scores on standardized tests.