Outline Template: Summary and Response Essay

I. Introduction
   a. Follows one of the models in Inquiry, Chapter 9
   b. Narrows toward the specific topic

II. Summary Paragraph
   a. First line includes author full name, full title of text, and gist of author’s main point
   b. Subsequent lines more specifically overview the author’s point, sub-points, and methods
   c. Final line provides a clear, single-sentence thesis statement which responds to the article

III. Body
   a. Responds to the text and avoids merely “ranting” about a related issue
   b. Addresses concessions to your point (in one or two paragraphs)
   c. Presents your main reasons to support your thesis statement
      i. Should include at least two strong points to support your thesis
      ii. Each point should clearly relate to your thesis
      iii. Each point should engage the text and respond to the text
   d. Each body paragraph should follow the guidelines laid out in Inquiry, Chapter 9:
      i. Topic sentence
      ii. Unity
      iii. Evidence and discussion

IV. Conclusion
   a. First line reiterates the main point (restating the thesis in different words)
   b. Answers the question, “So what?”
   c. Follows a template laid out in Inquiry, Chapter 9