



Introductions

An ideal introduction **attracts the reader and at the same time does important groundwork for the paper**. It sketches out the territory to be covered, often by narrowing down the subject. The introduction also sets the tone for the rest of the essay. Keep in mind the following effective things when writing your introduction:

- The opening sentence should grab your reader's attention.
- Use a transitional sentence/s to take the reader from the opening lead to the thesis statement. This helps the flow of your writing.
- The last sentence in your introduction is the main point or thesis.

Some effective attention getting devices:

- An initial quotation that could be referred to throughout the essay
- Presentation of a new look at a familiar, general situation.
- Relation of the subject to a topical event or current controversy.
- A biographical or personal comment to help establish the writer's credibility.

***In most cases you should not begin by asking a question. Questions tend to be uninspiring and limit your audience.

Conclusions

Conclusions answer the question: **“So what?”** Why is this information important for the reader to know? A conclusion **should help your reader understand the main points and significance of your arguments**. Strong conclusions reiterate the importance of your thesis, give the writing a sense of completeness or closure, and briefly synthesize the information presented.

Options for conclusions:

- Refer to the results or future impact of your subject
- Offer a call for action or an attitude of change
- Strengthen your argument by concluding with a quotation
- Allude to a particular instance

Some things to avoid:

- Stay away from statements like: “To summarize...” or “In conclusion...” or “To wrap up...”
- Do not restate your thesis statement or rewrite your introduction. A conclusion should refer to the larger meaning of your entire paper (not limited to the introduction).
- Do not go astray! Make sure that your conclusion does not begin an entirely new topic. It should refer back to the “body” of the work.