

Directions: For this assignment, you will write a 5-paragraph informative essay on a topic of your choice. This essay will include an introduction, conclusion, and three body paragraphs.

You can start working on your draft immediately. After meeting to review your draft with me during your CBA, continue with the lessons in Unit 4. You will use what you have learned in this unit regarding introducing a topic, organizing ideas, providing graphics, using relevant details, transitions, precise language, and conclusions to edit your essay.

When writing informative or explanatory material, purposes might include:

- To inform readers about a topic
- To explain a process or issue
- To persuade readers to agree with an opinion
- To motivate readers to do something
- To describe a person, place, or thing
- To reflect on an experience or feeling

The final essay should be 500 to 1000 words, double-spaced. The essay should be submitted as a .doc or .pdf file; please no image files! In addition, you will need to create a separate bibliography (this does not count towards your word count total). This bibliography should include at least three sources you used to research your topic (refer to Unit 4, lesson 12 for information on creating a bibliography).

Make sure to follow the Revising Checklist before submitting your final draft:

- Does the introduction present the topic clearly while engaging the reader?
- Are my ideas organized in a logical way?
- Do I include sufficient facts, details, and examples to explain each detail?
- Do I use transitions appropriately to show the relationship between ideas?
- Does the tone of my writing serve my purpose and connect to my audience?
- Are there things I can delete to make my writing clearer and more concise?
- Did I use the most precise language to express my ideas?
- Are my sentences interesting and varied?
- Should I add or revise any headings to make things clearer?
- Should I add any graphics or multimedia?
- Does my conclusion support and strengthen my ideas?

[Portfolio Rubric](#)