

WRITING A PARAGRAPH USING A STEP-BY-STEP APPROACH TO COMPARISON/CONTRAST

1. Choose a **two-part topic** & **Plan a topic sentence** with a main point
2. **List all your ideas** for points that can be compared and contrasted between your two topics
3. **Choose three or four** of the most important points from your list
4. **Decide** whether you are going to use a **point-by-point method** OR the **block method** of organizing your paragraph—You must choose one method or the other and stick with it!!!
5. Write at least **one complete sentence for each of the points** you've chosen from your earlier list
6. Write a **concluding statement** that either: **1)** summarizes the main points, **2)** makes a clear judgment about them, or **3)** emphasizes what you believe is the most important point
7. Put the sentences you've written into a **logical order**, and **add transition words** wherever you need them
8. Always make a final **slow, methodical check** for sentence construction and clarity, and other errors like spelling mistakes or omitted words