

Process Analysis: Paragraph Assignment

- Select **one** of the 3 writing prompts from pp 422-424 in Chap 21 and then choose **one** of the topics from the list at the bottom of the page that you know something about and feel capable of describing its process
- Choose **one of the two methods** of process analysis described in the chapter – either Directional or Informational – and model this method of process analysis in your own paragraph (you can review these two methods on pp 411-412)
- Write a minimum of **25 sentences** for your final version
- You may use **2nd person voice** (you/your) in this paragraph, but do not use 1st person (I, me) anywhere in your process analysis paragraph
- Aim for **verb consistency**: Proofread your work carefully to make sure all of your verbs are in the same tense throughout the entire paragraph – **Present tense** is the best verb tense for this assignment
- Use at least **3 of the transition phrases from the list on p 416**
- When you finish your final typed version, check that it adheres to the formatting guidelines outlined on the **Sample formatting page** from the website before you turn it in to me
- **Proofread** your paragraph repeatedly – eliminate all sentence fragments and run-together sentences, and make sure no agreement or spelling errors are present in your work

Some common transitions (from p. 416):

<i>the first step</i>	<i>while you are</i>	<i>after you have</i>
<i>in the beginning</i>	<i>as you are</i>	<i>the last step</i>
<i>to start with</i>	<i>next</i>	<i>finally</i>
<i>to begin with</i>	<i>then</i>	<i>at last</i>
<i>first of all</i>	<i>the second step</i>	<i>eventually</i>