

Essays

Introduction	Introduction	Introduction
Paragraph 1 state topic (without stating your opinion)	Paragraph 1 state topic (stating your opinion)	Paragraph 1 state the problem and its cause(s)/effect(s)
Main Body	Main Body	Main Body
Paragraphs 2-3 arguments for & justifications, examples or reasons	Paragraphs 2-4 viewpoints & reasons/examples	Paragraphs 2-5 suggestions & results
Paragraphs 4-5 arguments against & justifications, examples or reasons	Paragraph 5 opposing viewpoint & reason/example	
Conclusion	Conclusion	Conclusion
Final Paragraph balanced consideration or opinion	Final Paragraph summarise/restate your opinion	Final Paragraph summarise your opinion

Essays are formal and therefore should include:

1. Lots of passive and impersonal constructions
2. Inversion and complex forms
3. Linking words and advanced vocab

An introduction can easily be written by:

1. Rephrasing the question
2. Presenting your plan

Linking words and useful expressions

To list points (new paragraph)

firstly, first of all, to start with, secondly, thirdly, finally..
 Another / a further/ an additional (advantage point).
 The main (point/advantage) positive/negative aspects of

Within paragraphs

In addition, furthermore, moreover, besides, apart from, what is more, as well as, not to mention the fact that, not only but also.

On the other hand, yet, nonetheless, although, whereas, whilst, despite (the fact that)

To introduce arguments

it is	often widely generally	claimed suggested argued maintained held claim	that ...
some	experts scientists	argue imply believe	that ...
a number of	critics	point out oppose the view	

To introduce examples for example, for instance, such as

Emphasis/explanation that is to say, in other words

Problems and solutions

steps measures	should could must	be taken	in order to so as to	solve overcome eradicate combat deal with
another an alternative	way to	reduce the impact of solve the problem of improve the state of	would be to ...	
The	result effect consequence outcome	of + ...ing	would be might be	

Concluding

in conclusion
on balance
taking everything into consideration

For the above mentioned reasons
therefore...

it seems that ...
it is foreseeable that ...
the best course of action would be to ...
there is little doubt that ...
there is no absolute answer to the question that ...

I (firmly) believe
I am inclined to think that ...