

# Organizing Your Report

## Body: Keep Your Promises!

If you **say you are going to write** about something in the introduction, it is **VERY** important that you **write about that and ONLY that** in the body of your report!



The **BODY** of your report your 3 most important ideas. your **Big Idea 1** in the Intro-

Write your **Big Idea 1** as the **Body Paragraph 1**.

Give **more information** about your **Big Idea 1** by writing 3 more sentences about it. Each sentence should include a **detail**, (an example or reason.)

Write your Introduction's **Big Idea 2** as the topic sentence for your **Body Paragraph 2**. Write **3 details** to support it.

Write your Introduction's **Big Idea 3** as the topic sentence for your **Body Paragraph 3**. Write **3 details** to support it.

## II. Body

Big Idea 1: \_\_\_\_\_  
Detail/Example A: \_\_\_\_\_  
Detail/Example B: \_\_\_\_\_  
Detail/Example C: \_\_\_\_\_

Big Idea 2: \_\_\_\_\_  
Detail/Example A: \_\_\_\_\_  
Detail/Example B: \_\_\_\_\_  
Detail/Example C: \_\_\_\_\_

Big Idea 3: \_\_\_\_\_  
Detail/Example A: \_\_\_\_\_  
Detail/Example B: \_\_\_\_\_  
Detail/Example C: \_\_\_\_\_