

## Answers for Exercise #3: Outlining an Essay

By Dr. Karen Petit

The following sentences need to be described and re-arranged into a logical essay structure. For each sentence, on the line furthest to the left, write **TS** for the thesis statement, **SP** for a supporting point, **D** for details, and **C** for the concluding sentence. Then add numbers to show which sentence should be first, which sentence should be second, etc. Note: more details (besides the ones included here) will be needed in each of the body paragraphs for a more effective essay.

- D     3   In reality, cheating at work can result in the loss of a job, as well as the loss of possible references for future jobs.
- SP    4   At school, people also sometimes do dishonest activities, such as plagiarism.
- SP    2   At work, some people are dishonest because they think they have a great job and will not be fired.
- D     6   Dishonest students also often receive bad grades and are sometimes expelled.
- TS    1   Some people hurt themselves, in addition to other people, by cheating at work, at school, and at home.
- D     8   When dishonesty happens among family members, all of the people will be upset.
- SP    7   Not only do dishonest people act in negative ways at work and at school, but they also often cheat at home.
- C    10   Lost confidence will affect the dishonest person's ability to interact in positive ways with other people at work, at school, and at home.
- D     9   Especially at home, cheaters will be hurting not just their family, but also themselves; they will feel guilty and will lose confidence in their abilities.
- D     5   Students who plagiarize are hurting themselves because they will not be improving their writing, reading, analytical, and other skills.