

**Essay**

An argumentative **essay** presents a controversial topic from opposing points of view in a clear and logical way. Typical tasks will ask you to **discuss, assess** or **evaluate** a

① Preparation:

- **Collect ideas and information** about the topic; note arguments for and against it. Use mind maps or lists.
- **Make an outline** of what you are going to write and in which order. For the body of your essay choose a logical structure which fits the topic/task best:

Dialectical approach:

- Present all of the negative points first, then the positive or alternate between arguments and counter-arguments for each aspect.
- Arrange points, e.g. from weakest to strongest.

Other approaches:

- chronological order
- comparative: deal with similarities first, then differences
- enumerative ('list' form): neutral sequence of paragraphs

Decide if you want to persuade the reader to agree with you or if you want to remain neutral.

② Writing:**• Introduction**

Present the issue and attract the reader's attention, for example using background facts about the problem and its relevance today; a suitable quotation or short anecdote or question(s) that you will give answers to in the essay.

• Body

Based on your outline, present each point in a separate paragraph. Support your points with evidence (examples, statistics, personal experience etc.).

• Conclusion

Give a short summary of what you have written, but do not introduce any new ideas here. You may: give an outlook on further consequences, future developments, possible solutions; state your own opinion, give a recommendation or appeal to the readers to reach their own conclusion.

**Useful Phrases:****Presenting aspects and examples**

- It is a ... rather than a ... problem or issue.
- ... should also be considered or mentioned.
- ... is relevant/ or completely irrelevant to ...
- There are various reasons why...
- This also raises questions about...
- Some researchers say... or Studies show...

Talking about developments and results

- ...can or will lead to...
- The main (short-term, long-term) consequences are ...

Conclusion

- In other words,... Therefore,... Consequently,... As a result, people should (might)...
- And here's what really (matters, happens, is at stake): ...