

Reading Responses: Assignment Sheet

Assignment Basics and Formatting

- 1–1.5-page double-spaced complete paragraph, Times New Roman 12-point font
- Header on upper left-hand corner of the first page with the following information: your name, my name, the course number, and the date.
- Heading on upper right-hand corner of every page with the following information: last name page number. (Use "insert page number" to get consecutive numbering.)
- A creative/relevant title for your response, centered on the page
- In-text citations and works cited page (if outside sources are used) formatted according to MLA style guidelines.

** You will be allowed to revise your reading response after learning a revision technique and will not receive a grade until you submit the revised response. However, **if you do not submit a rough draft response, you will not be allowed to submit a revised one and will automatically get a zero for the assignment.**

The "Power Paragraph"

The responses should help you strengthen your paragraph-writing skills. Each paragraph you write, whether for a response or an essay, must have certain elements for it to be effective:

- **A topic sentence/segue:** an initial sentence that introduces the paragraph's main idea and (if a second, third, or later paragraph in an essay) signals to your reader that you're moving from a previous point to the current one using transitional language.
- **Transitional language:** word(s) that show the relationship between sentences/ideas. See back for sample transitional language.
- **Subclaims:** Smaller argumentative statements that support your main claim of the paragraph (laid out in the topic sentence).
- **Evidence:** Quotations, paraphrases, and limited summary that *show* the validity of your subclaims. Quotations and paraphrases **MUST** be cited appropriately. See separate sheet for information on MLA formatting.
- **Analysis:** For each piece of evidence, you should have 1-3 sentences of analysis, in which you might break down the ideas in the quote/paraphrase, explain how the quote shows what you're claiming it's showing, connects the quote to your larger argument, etc. The longer the quote, the longer the analysis should be.
- **A concluding sentence:** a final sentence that wraps up the paragraph by indicating what new thought has emerged about your paragraph's main idea after considering the subclaims and evidence.

Transitional Language

Illustration: Thus, for example, for instance, namely, to illustrate, in other words, in particular, specifically, such as

Contrast: On the contrary, contrarily, but, however, nevertheless, in spite of, in contrast, yet, on one hand, on the other hand, rather, conversely, at the same time, while this may be true

Addition: And, in addition to, furthermore, moreover, besides, also, first, second, again, further, last, finally, as well as, next, likewise, similarly, in fact, as a result, consequently, in the same way, for example, for instance, however, thus, therefore

Time: After, afterward, before, then, once, next, last, at last, at length, first, second, at first, formerly, rarely, usually, another, finally, soon, meanwhile, most important, later, ordinarily, to begin with, afterwards, generally, in order to, subsequently, previously, in the meantime, immediately, eventually, concurrently, simultaneously

Concession: Although, at any rate, at least, still, though, even though, granted that, while it may be true, in spite of, of course

Similarity or Comparison: Similarly, likewise, in like fashion, in like manner

Emphasis: Above all, indeed, truly, of course, certainly, surely, in fact, really, in truth, again, besides, also, furthermore, in addition

Details: Specifically, especially, in particular, to explain, to list, to enumerate, in detail, namely, including

Examples: For example, for instance, to illustrate, thus, in other words, as an illustration, in particular

Consequence or Result: Thus, consequently, hence, accordingly, for this reason, therefore, so, because, since, due to, as a result, in other words, then

Summary: Therefore, finally, consequently, thus, in short, in conclusion, in brief, as a result, accordingly.

* Sample language adapted from Joanna Taraba, "Transitional Word and Phrases." *Writer's Web*. N.p., n.d. Web. 12 December 2013.