**Paragraph Format Planning Worksheet**

Use the following planning worksheet to organize your paragraph.

**(TS)**

**(SD)**

**(CM)**

**(SD)**

**(CM)**

**(SD)**

**(CM)**

**(SD)** (optional)

**(CM)** (optional)

**(CS)**

**Rubric**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 4 | 3 | 2 | 1 |
| Topic sentence | Topic sentence clearly brings together the important details of the text and describes what the paragraph will be about. |  |  | Errors are found in the topic sentence. **Revise.** |
| Supporting details | 3-4 important details of the article are accurately identified. |  |  | Errors are found in the details. **Revise.** |
| Commentary | Examples or further explanation is provided for each detail and strongly supports each detail. |  |  | Explanations or examples are not supportive of details or support it weakly. **Revise.** |
| Closing sentence | Closing sentence restates the basic idea of the paragraph (topic sentence and supporting details) but put in different words. |  |  | Errors are found in the closing sentence. **Revise.** |

**Topic Sentence (TS)**

**What is the topic sentence and what does it do? How do I write one?**

The topic sentence is the first sentence of a paragraph. It introduces the main idea of the paragraph. Summarize the main idea of your paragraph. Indicate to the reader what your paragraph will be about.

**Example: There are three reasons why Canada is one of the best countries in the world.** First, Canada has an excellent health care system. All Canadians have access to medical services at a reasonable price. Second, Canada has a high standard of education. Students are taught by well-trained teachers and are encouraged to continue studying at university. Finally, Canada's cities are clean and efficiently managed. Canadian cities have many parks and lots of space for people to live. As a result, Canada is a desirable place to live.

**Supporting Details (SD)**

**What are supporting details and what do they do? How do I write them?**  
They come after the topic sentence, making the body of the paragraph. They give details to develop and support the main idea of the paragraph. You should give supporting facts, details, and examples.

**Example:** There are three reasons why Canada is one of the best countries in the world. **First, Canada has an excellent health care system. All Canadians have access to medical services at a reasonable price. Second, Canada has a high standard of education. Students are taught by well-trained teachers and are encouraged to continue studying at university. Finally, Canada's cities are clean and efficiently managed. Canadian cities have many parks and lots of space for people to live.** As a result, Canada is a desirable place to live.

**Commentary (CM)**

**What are commentaries and how do I write them?**

They come after the supporting detail and provide examples or further information about the detail.

**Example:** There are three reasons why Canada is one of the best countries in the world. First, Canada has an excellent health care system. **All Canadians have access to medical services at a reasonable price**. Second, Canada has a high standard of education. **Students are taught by well-trained teachers and are encouraged to continue studying at university.** Finally, Canada's cities are clean and efficiently managed. **Canadian cities have many parks and lots of space for people to live.** As a result, Canada is a desirable place to live.

**Closing Sentence (CS)**

**What is the closing sentence and what does it do? How do I write one?**  
The closing sentence is the last sentence of a paragraph. It restates the main idea of your paragraph. Restate the main idea of the paragraph using different words.

**Example:** There are three reasons why Canada is one of the best countries in the world. First, Canada has an excellent health care system. All Canadians have access to medical services at a reasonable price. Second, Canada has a high standard of education. Students are taught by well-trained teachers and are encouraged to continue studying at university. Finally, Canada's cities are clean and efficiently managed. Canadian cities have many parks and lots of space for people to live. **As a result, Canada is a desirable place to live**.

