

Exercise #3: Outlining an Essay

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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.

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