



The Writing Centre's Guide to Paragraph Structure

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Paragraph Structure

There are three parts to a paragraph

1. The Topic Sentence
2. The Body
3. The Concluding Sentence



The Topic Sentence

- This is the first sentence in your paragraph.
- It contains the *Topic* + *Controlling Idea*



Names the
main/central idea
of the paragraph

Limits/controls/restricts
what the paragraph is
going to say

- It focuses the information written about the topic in the paragraph so that it has unity.

The Body

- The body provides supporting points
- It shows the development of the topic according to the controlling idea
- Each main point is explained according to the controlling idea: this creates unity.



The Concluding Sentence

- This signals the end of the paragraph
- Usually begins with a speech marker to indicate this
 - For example: In summary, As a result, To conclude
- This acts a summary of the main points and ideas of the paragraph
- It can also act as a transition to the next paragraph



Example Paragraph

The passing of an anti-smoking law in Toronto bars and restaurants is beneficial to the city. When Restaurants and bars have a reputation for being clean, more people frequent them. Banning smoking in restaurants would boost sales. When people go out to eat, they would much rather go to a restaurant that is not filled with smoky haze that leaves their clothes smelling awful for days. Also, when people eat dinner they prefer not to have an ashtray beside them. Banning smoking would make restaurants more ascetically pleasing, and more people would visit. The smell of smoke also causes people to lose their appetites. If the city were to ban smoking in restaurants, sales would go up because patrons would eat more. Therefore, banning smoking in restaurants would encourage sales.

Example Paragraph

Topic Sentence

The passing of an anti-smoking law in Toronto bars and restaurants is beneficial to the city. When Restaurants and bars have a reputation for being clean, more people frequent them. Banning smoking in restaurants would boost sales. When people go out to eat, they would much rather go to a restaurant that is not filled with smoky haze that leaves their clothes smelling awful for days. Also, when people eat dinner they prefer not to have an ashtray beside them. Banning smoking would make restaurants more ascetically pleasing, and more people would visit. The smell of smoke also causes people to lose their appetites. If the city were to ban smoking in restaurants, sales would go up because patrons would eat more. Therefore, banning smoking in restaurants would encourage sales.

Example Paragraph

Topic Sentence

Body: Supporting Point #1

The passing of an anti-smoking law in Toronto bars and restaurants is beneficial to the city. When Restaurants and bars have a reputation for being clean, more people frequent them. Banning smoking in restaurants would boost sales. When people go out to eat, they would much rather go to a restaurant that is not filled with smoky haze that leaves their clothes smelling awful for days. Also, when people eat dinner they prefer not to have an ashtray beside them. Banning smoking would make restaurants more ascetically pleasing, and more people would visit. The smell of smoke also causes people to lose their appetites. If the city were to ban smoking in restaurants, sales would go up because patrons would eat more. Therefore, banning smoking in restaurants would encourage sales.

Example Paragraph

Topic Sentence

Body: Supporting Point #1

Body: Supporting Point #2

The passing of an anti-smoking law in Toronto bars and restaurants is beneficial to the city. When Restaurants and bars have a reputation for being clean, more people frequent them. Banning smoking in restaurants would boost sales. When people go out to eat, they would much rather go to a restaurant that is not filled with smoky haze that leaves their clothes smelling awful for days. Also, when people eat dinner they prefer not to have an ashtray beside them. Banning smoking would make restaurants more ascetically pleasing, and more people would visit. The smell of smoke also causes people to lose their appetites. If the city were to ban smoking in restaurants, sales would go up because patrons would eat more. Therefore, banning smoking in restaurants would encourage sales.

Example Paragraph

Topic Sentence

Body: Supporting Point #1

Body: Supporting Point #2

Body: Supporting Point #3

The passing of an anti-smoking law in Toronto bars and restaurants is beneficial to the city. When Restaurants and bars have a reputation for being clean, more people frequent them. Banning smoking in restaurants would boost sales. When people go out to eat, they would much rather go to a restaurant that is not filled with smoky haze that leaves their clothes smelling awful for days. Also, when people eat dinner they prefer not to have an ashtray beside them. Banning smoking would make restaurants more ascetically pleasing, and more people would visit. The smell of smoke also causes people to lose their appetites. If the city were to ban smoking in restaurants, sales would go up because patrons would eat more. Therefore, banning smoking in restaurants would encourage sales.

Example Paragraph

Topic Sentence

Body: Supporting Point #1

Body: Supporting Point #2

Body: Supporting Point #3

Concluding Sentence

The passing of an anti-smoking law in Toronto bars and restaurants is beneficial to the city. When Restaurants and bars have a reputation for being clean, more people frequent them. Banning smoking in restaurants would boost sales. When people go out to eat, they would much rather go to a restaurant that is not filled with smoky haze that leaves their clothes smelling awful for days. Also, when people eat dinner they prefer not to have an ashtray beside them. Banning smoking would make restaurants more ascetically pleasing, and more people would visit. The smell of smoke also causes people to lose their appetites. If the city were to ban smoking in restaurants, sales would go up because patrons would eat more. Therefore, banning smoking in restaurants would encourage sales.

Paragraph

Topic Sentence:

Topic + Controlling Idea

Body:

Supports and develops the topic and controlling idea

Concluding Sentence:

A summary of the main points





You're finished!

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