

I. Summary

1. Identify the policy issue being analyzed.
2. Present thesis – argument about the policy issue.
3. Preview your argument – what are the steps you will take to prove your argument and provide a policy recommendation?

II. Background

Does not need to be comprehensive – present only what the reader needs to know to understand your argument. In other words, briefly describe the historical perspective of the policy issue you are focusing on.

III. Analysis

1. An analysis may address several sub-arguments to prove your thesis statement.
For example, if your thesis is about voting rights in America and you analyze that overall minorities in American do not participate in the American political system, are skewed because he inadequately postulates key concepts.
Here you need prove this by:
 - i. Present competing ideas to political participation in United States.
 - ii. Identifying how journal article examples don't stack up to ideas of political participation and voting.
 - iii. Argue that political participation is so broad and non-specific that it is not useful.
2. The reader needs to read your argument about the academic journal articles, not a summary.

IV. Recommendation

1. Reflect on how you have proven your argument.
2. Point out the importance of policy recommendation.
3. Note potential avenues for additional research or analysis.

Note: This only serves as an example of an outline.