



Better Papers Through Use of Outlining

Before you start writing a Paper, write an outline of your Paper. The outline becomes the blueprint or plan for building your Paper. This will help you keep your Paper focused on the topic.

For example, your Paper 3 on the circular economy reading has many good observations. A problem though, is you strayed from the title of your speech: Driving Economic Growth with a Circular Economy. Your speech was to explain how the circular economy drives economic growth/development. Instead, your paper talks about environmental degradation, etc.

Here's some guidance on outlining from the web site [Six Minutes](#):

1. Introduction — Establish topic and core message; list supporting points
2. Body
 - a. Supporting Point One
 - b. Supporting Point Two
 - c. Supporting Point Three
3. Conclusion — Recap main points; summarize core message; deliver call-to-action

As an example, an outline for Paper 3 could look like this:

Core message of the paper: A circular economy drives economic growth (This thesis comes from the instructions for the Paper via the given title of your speech: “Driving Economic Growth with a Circular Economy”.)

- 1. Introduction of the paper**
 - a. Core message
 - b. Brief description of circular economy
 - c. Brief description of problems with the linear economy (this becomes the list of problems that you will show the circular economy addresses in the Body your paper)
- 2. Body**
 - a. circular economy drives innovation and therefore job creation
 - b. circular economy is more efficient than the linear economy
 - i. preserves natural resources
 - ii. preserves investment
 - c. circular economy reduces waste
- 3. Conclusion**
 - a. Summarize core message
 - b. Call to action: accelerate transition to the circular economy