

Creating a Sentence-by-Sentence Outline--Overview and Lesson

(Project 1 Continued)

Creating an S-by-S Outline -- Lesson 1

PARAGRAPH 1

A queen possessed a magical mirror that told her she was the most beautiful woman in her kingdom. Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her. The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

PARAGRAPH 2

Snow White discovered a house owned by seven dwarves. They allowed her to hide there from the queen. The queen discovered the house and tricked Snow White into biting a poisoned apple. This fruit placed her in an eternal sleep.

PARAGRAPH 3

The grieving dwarves placed Snow White in a glass coffin and took turns observing her in it. One day, a prince passed by and fell in love with Snow White. The dwarves felt pity on the prince and allowed him to take the coffin. When the prince's servants moved the box, however, the apple piece fell out of Snow White's mouth. She woke up and married the prince.

Study Skills/Prewriting: Sentence-by-Sentence Outline

Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the first paragraph to yourself.
 - a. Determine the topic of that paragraph.
 - b. Write the topic of the entire paragraph on the topic line.
2. Read the first sentence of the first paragraph and think about what it means.
 - a. Highlight **3-5 words*** that would most help you to remember the content of the sentence.
 - b. Write those **3-5 words** on the line provided for sentence one.
 - c. Repeat these steps for all of the sentences in the first paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

* The number of words allotted for outlining each sentence will vary based on the length of each sentence in the passage.

***Note: PoB stands for Paragraph of the Body (referring to a non-opening or non-closing paragraph). P'soB stands for Paragraphs of Body (more than one PoB).**

Note: The instructions in the white text box (to the left) are all of the S-by-S Outline writing instructions together. Those instructions will be broken down and explained step-by-step throughout the remainder of this lesson.

The shaded text within the white instruction box (left) will indicate which part of the instructions we are working on in each lesson/page.

Creating an S-by-S Outline -- Lesson 2

PARAGRAPH 1

A queen possessed a magical mirror that told her she was the most beautiful woman in her kingdom. Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her. The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

You need to **first read the paragraph to yourself**--either aloud or silently. You need to get an idea of what the paragraph is about before you can take notes on it.

You will not just want to read the first sentence and then begin taking notes as you do not know what else the paragraph tells you about that topic.

Study Skills/Prewriting: Sentence-by-Sentence Outline

Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the first paragraph to yourself.
 - a. Determine the topic of that paragraph.
 - b. Write the topic of the entire paragraph on the topic line.
2. Read the first sentence of the first paragraph and think about what it means.
 - a. Highlight **3-5 words** that would most help you to remember the content of the sentence.
 - b. Write those **3-5 words** on the line provided for sentence one.
 - c. Repeat these steps for all of the sentences in the first paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

Creating an S-by-S Outline -- Lesson 3

PARAGRAPH 1

A queen possessed a magical mirror that told her she was the most beautiful woman in her kingdom. Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her. The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

Study Skills/Prewriting: Sentence-by-Sentence Outline

Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the first paragraph to yourself.
 - a. Determine the topic of that paragraph
 - b. Write the topic of the entire paragraph on the topic line.
2. Read the first sentence of the first paragraph and think about what it means.
 - a. Highlight **3-5 words** that would most help you to remember the content of the sentence.
 - b. Write those **3-5 words** on the line provided for sentence one.
 - c. Repeat these steps for all of the sentences in the first paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

When you wrote topic sentences, you had to look for what the entire paragraph was about. That is what you do when you write the topic of the entire paragraph on the lines. You **decide what the paragraph is about overall**, and you write that in sentence form or in note form.

Remember, **a paragraph is a unit of thought**. Everything in a paragraph should be about a topic--all parts of a paragraph should support, expand, describe, and/or elaborate on the paragraph's topic.

When you write the topic of the paragraph, you are not limited to a certain number of words. You will be writing this in your own words anyway, so you do not have to be concerned about stealing the author's words. These words should be what you see as the paragraph's main idea--what the paragraph is about.

For example, after reading the first paragraph, I may write the following on the topic line:

Paragraph One of Body

Topic of Paragraph 1 *queen jealous of Snow White*

Topic of Paragraph Line

The "**Topic of Paragraph Line**" that is above each paragraph's outlining lines is **provided as a comprehension and a composition exercise**.

- (1) As a comprehension exercise, **it gives the students the opportunity to continuously look for and find the main idea of the paragraph**. This is, of course, helpful for standardized testing, but also for reading comprehension in general.
- (2) As a composition exercise, its merits are endless. It is one of the first keys that CI books use to **help students see that a paragraph is a group of sentences all about the same topic**. Students who have used our materials for many years become unusually adept at knowing when a paragraph should end and a new one should be started. **It narrows the student's thinking** to see that *everything I write in this paragraph has to be about that topic*.

Do not let your students skip this vital step! The "Topic of Paragraph Line" is different than many other outlining tools (like the S-by-S Outline) that require a student to use no more than a certain number of words, write in phrases or sentences only, etc. On this line, a student may use as many words as he desires and may write phrases or complete sentences. Encourage your student to use this line to help him grow in his writing (and his reading comprehension).

Creating an S-by-S Outline -- Lesson 4

PARAGRAPH 1

A queen possessed a magical mirror that told her she was the most beautiful woman in her kingdom. Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her. The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

Sometimes it is hard to remember exactly which words you want to write down in your Sentence-by-Sentence Outline after reading the sentence. Sometimes you lose count of how many you think you are going to use. For those reasons, it is helpful for you to **highlight the words you will include in your outline.**

When you highlight the 3-5 words (or however many you are allotted), always try to use as few words as you can. In other words, if you are allotted 3-5 words, but the sentence is short, and you can remember what it means with only four words, just use the four words. This will help you rewrite the material in your own words and avoid stealing the author's wording.

While different writers want different words to remind them of what a sentence means, it is important to remember that **the base** (or "bare bones") of a sentence is made up of the **main subject of the sentence and the main verb** (the action that the main subject is doing). Other describers, clauses, phrases, etc. are helpful and informative, but **if you do not know what the sentence is about and what that person or thing is doing, all the describers and clauses around it will not help you write a sentence.**

Also, when you use the main subject and verb as part of the words you highlight, you do not have to worry about stealing the author's words. The subject and verb of the sentence are often generic--that is, anyone could come up with those.

Begin thinking about what the sentence is about---the subject---and what that subject is doing. Once you have those highlighted, you can think about where, when, how, how much, etc, the action took place and the details (describers) about the subject.

Look at the first sentence of the passage. You might want to highlight the following words:

A **queen** possessed a **magical mirror** that **told** her she was the **most beautiful** woman in her kingdom.

***Note:** Since you can use numbers in your outline without including them in your allotment of words, you may highlight the number words in the passage even if it means you will highlight more than five words. When you put a number (or word referring to a number) in your outline, you will substitute a symbol for it (i.e. four = 4; many = +++; more = >, etc.). This will help keep the number of words you actually use in your outline under the most.

For example: **most** may become +++ in your outline.

Study Skills/Prewriting: Sentence-by-Sentence Outline

Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the first paragraph to yourself.
 - a. Determine the topic of that paragraph.
 - b. Write the topic of the entire paragraph on the line.
2. Read the first sentence of the first paragraph and think about what it means.
 - a. Highlight 3-5 words that would most help you remember the content of the sentence.
 - b. Write those **3-5 words** on the line provided for sentence one.
 - c. Repeat these steps for all of the sentences in the first paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

Creating an S-by-S Outline -- Lesson 5

PARAGRAPH 1

A queen possessed a magical mirror that told her she was the most beautiful woman in her kingdom. Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her. The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

Study Skills/Prewriting: Sentence-by-Sentence Outline

Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the first paragraph to yourself.
 - a. Determine the topic of that paragraph.
 - b. Write the topic of the entire paragraph on the topic line.
2. Read the first sentence of the first paragraph and think about what it means.
 - a. Highlight 3-5 words that would most help you to remember the content of the sentence.
b. Write those 3-5 words on the line provided for sentence one.
 - c. Repeat these steps for all of the sentences in the first paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

Once you have chosen and highlighted the words that you want to use in your outline, you may write those on the lines for Sentence 1.

You might want to include three plus signs between *told* and *beautiful* to remind you that the mirror told the queen she was the most beautiful.

Sentence 1 queen magical mirror told + + + beautiful

Creating an S-by-S Outline -- Lesson 6

PARAGRAPH 1

A queen possessed a magical mirror that told her she was the most beautiful woman in her kingdom. Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her. The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

Topic of Paragraph 1 queen jealous of Snow White

Sentence 1 queen magical mirror told +++
beautiful

Sentence 2 1 day told stepdaughter (Snow White)
lovelier

Sentence 3 queen → ~~Snow White~~/
escaped → forest

Symbols in This Sentence-by-Sentence Outline Sample

Notice how the following abbreviations were used in the sample notes for

1. +++ - used to represent extent (told +++ beautiful - many most)
2. Numbers - used to replace number words (1 day)
3. Arrow - used to show what happened (queen → ~~Snow White~~ - went, to, at, etc.)
4. Strike through - used to show negative words or destruction (~~Snow White~~ - not, killed, gone, etc.)
5. / - used to show two things (queen → ~~Snow White~~/escaped → forest)

***Note:** In my writing books, when a sentence is especially lengthy or contains difficult sentence structure, you will usually (depending on level) be told what to do with those special circumstances, such as in Sentence Three above in which the sentence is too long to outline in five words or fewer. Other special circumstances you will be alerted to and instructed in include semicolon, colon, dash, and quotation use; dialogue; and special compound and compound-complex sentences. Don't be concerned about this now--it is all spelled out for you and carefully explained in each S-by-S Outline lesson.

Study Skills/Prewriting: Sentence-by-Sentence Outline

Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the first paragraph to yourself.
 - a. Determine the topic of that paragraph.
 - b. Write the topic of the entire paragraph on the topic line.
2. Read the first sentence of the first paragraph and think about what it means.
 - a. Highlight 3-5 words that would most help you remember the content of the sentence.
 - b. Write those 3-5 words that would most help you to remember the content of the sentence.
 - c. Repeat these steps for all of the sentences in the first paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

Creating an S-by-S Outline -- Lesson 7

PARAGRAPH 1

A queen possessed a magical mirror that told her she was the most beautiful woman in her kingdom. Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her. The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

Study Skills/Prewriting: S-by-S Outline

Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the first paragraph to yourself.
 - a. Determine the topic of that paragraph.
 - b. Write the topic of the entire paragraph on the topic line.
2. Read the first sentence of the first paragraph and think about what it means.
 - a. Highlight 3-5 words that would most help you to remember the content of the sentence.
 - b. Write those 3-5 words on the line provided for Sentence One.
 - c. Repeat these steps for all of the sentences in the first paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

You will continue in this manner with the rest of the passage. Keep in mind as you take notes that **these notes are for you**. You need to write down the key words that you think will best help you remember what the sentence meant. That might be different than the ones listed above--and it might be different than what your teacher or sibling would put. That's okay.

Did you remember one of the two guidelines of outlining: **Outlining is for you!**

Creating an S-by-S Outline -- Lesson 8

PARAGRAPH 2

Snow White discovered a house owned by seven dwarves. They allowed her to hide there from the queen. The queen discovered the house and tricked Snow White into biting a poisoned apple. This fruit placed her in an eternal sleep.

Part B--Lesson 8. Now that you have walked through the first paragraph of the Sentence-by-Sentence Outline of the passage, you are ready to create your own S-by-S Outline.

- (1) See if you can **narrow the important words in each sentence down to 3-5 words.**
- (2) Be sure you **highlight the 3-5 words in each sentence** before writing them (and highlight any words you will use as symbols or numbers as well) on the outlining lines.

Paragraph Two of Body

Topic of Paragraph 2 _____

Sentence 1 _____

Sentence 2 _____

Sentence 3 _____

(You may use up to six words for Sentence Three.)

Sentence 4 _____

Study Skills/Prewriting: Sentence-by-Sentence Outline

Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the second paragraph to yourself.
 - a. Determine the topic of that paragraph.
 - b. Write the topic of the entire paragraph on the topic line.
2. Read the first sentence of the second paragraph and think about what it means.
 - a. Highlight **3-5 words** that would most help you to remember the content of the sentence.
 - b. Write those **3-5 words** on the line provided for sentence one.
 - c. Repeat these steps for all of the sentences in the second paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

***Note:** In my writing books, when a sentence is especially lengthy or contains difficult sentence structures, you will usually (depending on level) be told what to do with those special sentences, such as in Sentence Three above in which the sentence is too long to outline in the allotted words. Other special circumstances you will be alerted to and instructed in include semicolon, colon, dash, and quotation use; dialogue; and special compound and compound-complex sentences. Don't be concerned about this now-it is all spelled out for you and carefully explained in each S-by-S Outline lesson.

Creating an S-by-S Outline -- Lesson 9

PARAGRAPH 2

Snow White discovered a house owned by seven dwarves. They allowed her to hide there from the queen. The queen discovered the house and tricked Snow White into biting a poisoned apple. This fruit placed her in an eternal sleep.

- **Part B--Lesson 9.** A sample S-by-S Outline for the second paragraph is given below. Study it and compare the words listed to the words you highlighted in the passage.

Paragraph Two of Body

Topic of Paragraph 2 Snow White poisoned

Sentence 1 Snow White → house owned 7 dwarves

Sentence 2 allowed 2 hide there from queen

Sentence 3 queen discovered/Snow White → 2 biting apple
(You may use up to six words for Sentence Three.)

Sentence 4 ← fruit → her → eternal sleep

Remember, your highlighting is not wrong. You have to use the words that most help you. However, when you compare yours to the given S-by-S Outline, be sure to look to see if you have the main subject and main verb of each of the sentences as you always need to know what the sentence is about and any action that took place.

*Also, remember that you may use symbols in your outline.

Project Two

Writing From an S-by-S Outline--Overview and Lesson

Writing From an S-by-S Outline--Lesson 1

Composition/ Creative Writing: Write a Rough Draft From a Sentence-by-Sentence (S-by-S) Outline

Follow these steps for writing your report from your Sentence-by-Sentence Outline:

1. Re-read the entire passage to recall its content.
2. Read your first line of notes and think about what you want your sentence to say.
3. Practice saying your sentence aloud to get it just the way you want it.
4. Write your first sentence in your notebook; remember to indent it.
5. Repeat these steps for each line of notes, writing on every other line.

Read your report aloud. Do you like the way it sounds?

- You are now ready to **learn to write from the S-by-S Outline**. Follow along as the steps are described in detail for you in the following pages.

***Note: The instructions in the box are all of the “rough draft writing” instructions. They are detailed and explained throughout the “lessons” of this section just like the “Create a Sentence-by-Sentence (S-by-S) Outline” lesson you just completed.**

Writing From an S-by-S Outline-- Lesson 2

If you write your Sentence-by-Sentence Outline on one day, then write your report a couple of days later, you might have trouble remembering what the passage was about. Thus, the first steps in writing from your Sentence-by-Sentence Outline is to **re-read the entire passage**. This is not so you can memorize the passage! It is to **help you get an overview of the passage and recall its major concepts**.

Note: If re-reading the passage just before writing causes you to use the wording and the sentence structure of your source too much (rather than writing originally), skip this re-reading step entirely.

Composition/ Creative Writing: Write a Rough Draft From a S-by-S Outline

Follow these steps for writing your report from your Sentence-by-Sentence Outline:

1. Re-read the entire passage to recall its content.
2. Read your first line of notes and think about what you want your sentence to say.
3. Practice saying your sentence aloud to get it just the way you want it.
4. Write your first sentence in your notebook; remember to indent it.
5. Repeat these steps for each line of notes, writing on every other line.

Read your report aloud. Do you like the way it sounds?

PARAGRAPH 1

A queen possessed a magical mirror that told her she was the most beautiful woman in her kingdom. Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her. The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

Writing From an S-by-S Outline -- Lesson 3

Composition/ Creative Writing: Write a Rough Draft From an S-by-S Outline

Follow these steps for writing your report from your Sentence-by-Sentence Outline:

1. Re-read the entire passage to recall its content.
2. Read your first line of notes and think about what you want your sentence to say.
3. Practice saying your sentence aloud to get it just the way you want it.
4. Write your first sentence in your notebook; remember to indent it.
5. Repeat these steps for each line of notes, writing on every other line.

Read your report aloud. Do you like the way it sounds?

Now, **you need to close the passage and focus on your notes.**

This step tells you to read your first line of notes (for the first sentence) and think about the sentence you want to write. Of course, you should read the Topic of Paragraph 1 line to help give you an overview of the paragraph as well.

Paragraph One of Body

Topic of Paragraph 1 queen jealous of Snow White

Sentence 1 queen magical mirror bold + + + beautiful

Writing From an S-by-S -- Lesson 4

In this step, you begin writing your paragraph. Sometimes it helps you write better to say the sentence you are considering aloud before you write it.

Paragraph One of Body

Topic of Paragraph 1 queen jealous of
Snow White

Sentence 1 queen magical mirror
told + + + beautiful

Possible sentences for line number one notes:

A magical mirror always informed a queen that her beauty outshone that of everyone else in her kingdom.

or

A queen believed she was the most beautiful woman in her kingdom because her enchanted mirror told her this.

or

A vain queen constantly visited her magical mirror to hear it tell her she was the most beautiful woman in her kingdom.

Composition/ Creative Writing: Write a Rough Draft From a Sentence-by-Sentence Outline

Follow these steps for writing your report from your Sentence-by-Sentence Outline:

1. Re-read the entire passage to recall its content.
2. Read your first line of notes and think about what you want your sentence to say.
3. Practice saying your sentence aloud to get it just the way you want it.
4. Write your first sentence in your notebook; remember to indent it.
5. Repeat these steps for each line of notes, writing on every other line.

Read your report aloud. Do you like the way it sounds?

Writing From an S-by-S Outline-- Lesson 5

Composition/ Creative Writing: Write a Rough Draft From a Sentence-by-Sentence Outline

Follow these steps for writing your report from your Sentence-by-Sentence Outline:

1. Re-read the entire passage to recall its content.
2. Read your first line of notes and think about what you want your sentence to say.
3. Practice saying your sentence aloud to get it just the way you want it.
4. Write your first sentence in your notebook; remember to indent it.
5. Repeat these steps for each one of notes, writing on every other line.

Read your report aloud. Do you like the way it sounds?

Lastly, the instructions tell you to follow the same method for the remainder of the paragraph and for all paragraphs of the passage. Then, they tell you to read your report to see if you like how it sounds.

The first paragraph of the passage has been re-written for you underneath each line of notes to give you an idea of how you can use the words and symbols you wrote (or that were provided for you, in this case) to write your own original paragraph.

Paragraph One of Body

Topic of Paragraph 1 queen jealous of Snow White

Original Sentence 1 A queen possessed a magical mirror which told her she was the most beautiful woman in her kingdom.

Sentence 1 queen magical mirror told + + + beautiful

Rewritten Sentence 1 A magical mirror always informed a queen that her beauty outshone that of everyone else in her kingdom.

Original Sentence 2 Then, one day, it told the queen that her stepdaughter, Snow White, was now lovelier than her.

Sentence 2 1 day stepdaughter Snow White lovelier

Rewritten Sentence 2 However, one morning, the mirror announced that the most lovely woman in the kingdom was now Snow White, the queen's stepdaughter.

Original Sentence 3 The enraged royal lady ordered Snow White executed, but the girl escaped into the forest.

Sentence 3 queen → Snow White/escaped → forest

Rewritten Sentence 3 Infuriated, this woman attempted to kill Snow White, but the young lady disappeared into the woods.

Writing From an S-by-S Outline-- Lesson 6

- Follow the instructions given in the box to rewrite the second paragraph of the passage in your own words, using the Sentence-by-Sentence (S-by-S) Outline you were given for that paragraph earlier this week (also provided below). You may write on the lines provided, write in your notebook, or key it on the computer.

Composition/ Creative Writing: Write a Rough Draft From an S-by-S Outline

Follow these steps for writing your report from your Sentence-by-Sentence Outline:

1. Re-read the entire passage to recall its content.
2. Read your first line of notes and think about what you want your sentence to say.
3. Practice saying your sentence aloud to get it just the way you want it.
4. Write your first sentence in your notebook; remember to indent it.
5. Repeat these steps for each line of notes, writing on every other line.

Read your report aloud. Do you like the way it sounds?

Paragraph Two of Body

Topic of Paragraph 2 Snow White poisoned

Sentence 1 Snow White → house owned 7 dwarves

Sentence 2 allowed 2 hide there from queen

Sentence 3 queen discovered/Snow White → 2 biting apple

(You may use up to six words for Sentence Three.)

Sentence 4 ← fruit → her → eternal sleep

On Your Own!

Creating an S-by-S Outline -- Lesson 1

PARAGRAPH 3

The grieved dwarves placed Snow White in a glass coffin and took turns observing her in it. One day, a prince passed by and fell in love with Snow White. The dwarves felt pity on the prince and allowed him to take the coffin. When the prince's servants moved the box, however, the apple piece fell out of Snow White's mouth. She woke up and married the prince.

- Now you are ready to write the S-by-S Outline for the third paragraph of the passage that was provided for you. Follow the instructions listed in the white instruction box.

Study Skills/Prewriting: Sentence-by-Sentence Outline

<> 2. Follow these steps to write a Sentence-by-Sentence (S-by-S) Outline for this week's passage:

1. Read the third paragraph to yourself.
 - a. Determine the topic of that paragraph.
 - b. Write the topic of the entire paragraph on the topic line.
2. Read the first sentence of the third paragraph and think about what it means.
 - a. **Highlight 3-5 words** that would most help you to remember the content of the sentences.
 - b. **Write those 3-5 words** on the line provided for Sentence One.
 - c. Repeat these steps for all of the sentences in the third paragraph.
3. Repeat these steps for all of the paragraphs and sentences in the passage.

Paragraph Three of Body

Topic of Paragraph 3 _____

Sentence 1 _____

(You may use up to six words for Sentence One.)

Sentence 2 _____

Sentence 3 _____

Sentence 4 _____

(You may use up to six words for Sentence Four.)

Sentence 5 _____

Writing From an S-by-S Outline-- Lesson 2

Composition/ Creative Writing: Write a Rough Draft From an S-by-S Outline

Follow these steps for writing your report from your Sentence-by-Sentence Outline:

1. Re-read the entire passage to recall its content.
2. Read your first line of notes and think about what you want your sentence to say.
3. Practice saying your sentence aloud to get it just the way you want it.
4. Write your first sentence in your notebook; remember to indent it.
5. Repeat these steps for each line of notes, writing on every other line.

Read your report aloud. Do you like the way it sounds?

Now use the Sentence-by-Sentence Outline you wrote from Paragraph 3 to write the final paragraph of your report on the lines provided (or in a notebook or on the computer).
