

How to Write a Body Paragraph Planning Worksheet

Assignment and Purpose

- Copy the exact prompt or paragraph question

- Record the thesis, audience, and required tone

Planning

- Write the claim

- Add evidence

- Explain and qualify

- Connect and revise

Quality Check

- The paragraph has one purpose

- Evidence is contextualized

- Analysis is sufficient

- Limits are acknowledged

- The paragraph advances the thesis

Publishing

- Verify images, PDF link, headings, and internal links

- Preview the public page on desktop and mobile
