

# MURPHY BI-WEEKLY WRITING TIP

## Outline Your Thoughts

Dear Murphy Students:

Welcome to a new year and new semester!

We begin our series of new tips with an *old*, common reminder: Make Outlines! But why? Outlines of any kind give you an opportunity to think through your thoughts and organize them however you would like *before worrying about complete paragraphs*.

### How do they look?

Not all outlines need to be formal! Your outline could be a simple bullet list

Bullet Outline (example):

- This paragraph will be about the portrayal of ghosts in films
- First, I can describe what the film is about (brief)
- Then, I can choose a character, then describe how they are portrayed
- Next I will say how their portrayal compared to the other film
- Finally, I can try to discuss why this portrayal is so important

### How to make them

This kind of outline is very simple to make, but to help you can ask yourself:

- **What is the focus or topic?**
- **First**, what would you want to do / talk about / write about?
- **Then** what would you want to do / talk about / write about?
- **Next?** And **then** what?
- **Finally**, how would you want to end?

### The Benefit

This is a quick, brief, and simple way to begin reviewing your thoughts on a topic while at the same time planning how to organize.

Many students, and people in general, try to leap into their writing without an outline of any kind – but taking the time to make these rough outlines can give you direction.

### Sign Up for a One-On-One Tutoring Session

1. Visit <https://murphy.mywconline.net/>
2. [Register for an account](#)
3. Log in and select the “Writing Support (All Campuses)” calendar.
4. Choose any of the available white rectangles.
5. Fill out the form with your assignment info.

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If you have questions or want to put this into practice, feel free to contact me! 😊