

Hello friends, I am Ms. Lizella Gonsalves. I will be dealing with this module on Paragraph Writing.

This module will cover two aspects of Paragraph writing, that is, elements of paragraph writing and the process of writing a good paragraph. At the end of this module, students will be able to write a structured paragraph, classify different types of paragraphs and develop ideas for creative writing

To begin, what is a paragraph? A paragraph is a series of related sentences developing a central idea called the 'Topic'. The purpose of a paragraph is that paragraphs add one idea at a time to a broader argument. In fact, paragraphs are the building blocks of writing and therefore time and consideration has to be given while writing paragraphs.

Next, we look at the process of writing the paragraph or how to write a paragraph. Before you write a paragraph it is important to know what it is that you are trying to convey. The purpose of a paragraph is not just to convey information but also to make and induce the readers to continue reading about a particular topic since there is only a paragraph. Paragraphs are therefore called as the structured units of thought. The beginning of the paragraph is an idea and anything that is connected or related to this particular idea naturally flows into the paragraph.

Next, we look at the structure of a paragraph. A paragraph or most paragraphs have a three-part structure which comprises the introduction or the topic sentence, the body or the supporting sentences and a conclusion.

Let's look at each of these parts- the Introduction is the most important part. The Introduction or the topic sentence will tell us the background about the topic and it will also serve as a transition to the supporting sentences. The supporting sentences will be utilizing the analysis with discussion and examples to build up your paragraph and then ultimately is the conclusion.

The conclusion summarizes all the points of information which were discussed in the introduction and the body. Therefore a proper introduction, body and conclusion is an essential requirement to write a good paragraph. As to the length of a paragraph, paragraphs vary in length depending on the needs usually paragraphs vary between one-third and two-thirds of a double spaced page.

Another important aspect of paragraph writing are the elements. Now a paragraph is not just a paragraph of jumbled up sentences. So, these elements definitely help in organizing the matter that is contained in a paragraph. Now, what are these elements of paragraph writing?

There are four elements of paragraph writing. One is Unity, second is Order, third is Coherence and fourth is Completeness. Let's look at each of these in order to better understand their role in paragraph writing.

Unity- what do you mean by unity? Unity in a paragraph begins with the topic sentence and all the supporting sentences revolve around this main idea, therefore the essential part to build up the unity in the paragraph is having that one central idea or the topic sentence because other sentences are naturally supporting the main argument or the main idea which is presented in the topic sentence.

The next element is, Order. Order refers to the way in which you organize your supporting sentences. So care and consideration should be taken in the way you logically arrange those sentences. The sentences could be arranged in a chronological order, order of importance or in any other logical presentation of detail.

The next element is Coherence. Coherence is the quality that makes your writing understandable. It is important to know that you are writing to be read and therefore your writing has to be able to convince the readers of what it is that you are trying to say, so the sentences within the paragraph need to connect to each other and work together as a whole. So it's absolutely necessary to avoid overcrowding of points and too many sentences which are unrelated or unconnected because that would diffuse the meaning of the paragraph.

The next element is Completeness. Now Completeness means a paragraph is well developed and if all sentences clearly and sufficiently support your main idea then we can say that your paragraph is complete. Therefore all these four elements play a very important role in helping you to write a good paragraph.

There are different types of paragraphs and each of them can be used by the writers depending upon the need and the purpose. We'll look at each of these paragraphs.

The different types of paragraphs are- Narrative paragraphs, Descriptive paragraphs, Expository paragraphs, Persuasive paragraphs and Literary paragraphs.

So we'll begin with the Narrative Paragraph. What is a Narrative Paragraph? A Narrative Paragraph is nothing but a narration or telling of an incident or an event, just like telling a story.

Descriptive paragraphs focus on describing things at length or in detail.

Expository paragraphs are paragraphs wherein the writer can elaborately explain a process.

Persuasive paragraphs serve the purpose of convincing the readers of coming to a particular point of view that you as a writer may hold. It might be a topic of controversy, it might even be a debatable issue and Literary paragraphs are paragraphs which are related to literature.

They are sometimes said to be related to the genre of literary criticism wherein you may take a poem or a short-story and critically evaluate or analyze it.

So any of these types of paragraphs can be used and written depending upon the need that arises. The focus however is on writing a single paragraph. When you're writing a paragraph, it's very very important that you focus on a single idea and a single aspect of a topic since. It's a paragraph and not an essay and you have a limited time and space, you have to be concise.

For example, if you are asked to write a paragraph on a rainy day, you might not be able to do justice to the topic as you would do to an essay. So you may cover a certain aspect of that particular topic. You may think of one particular rainy day and that would be the topic sentence and related incidents/ ideas might be your supporting sentences and then ending with a good conclusion.

So the essential idea is that a paragraph needs to have a controlling idea or a main idea, around which your other sentences will revolve and then ending with a good conclusion.

To conclude, there are some points that you need to remember when you are writing a paragraph. Paragraphs are the stuff of academic writing and therefore due care and consideration should be given while writing paragraphs. The structure of a paragraph contains the topic sentence, the supporting sentences and a concluding sentence. A good paragraph should have unity, order, coherence and completeness. There are different types of paragraphs and each of these paragraphs can be used depending on the purpose that it will serve.

I hope all these points will definitely help you in writing a good paragraph. Thank you.