

Model for a Formal Outline

The template below is for a **formal outline**. This is the type most teachers expect to see if they ask for one. Use it to create your outline.

- I. Introduction
 - A. Attention-getter
 - B. Background information connecting the reader to the subject
 - C. Thesis: (write the complete thesis statement)
- II. Category 1 (change this to the actual name of category): topic sentence
 - A. First point
 - 1. Supporting evidence—quote, paraphrase, or detail
 - 2. Another piece of supporting evidence
 - B. Second point
 - 1. Supporting evidence
 - 2. Supporting evidence
 - C. Third point (Same as above)
- III. Category 2: topic sentence
 - A. First point
 - 1. Supporting evidence
 - 2. Supporting evidence
 - B. Second point
- IV. Category 3: topic sentence
- V. Conclusion
 - Your sub points for the conclusion to wrap up the overarching