# Guidelines for Outline/Organization

**Introduction:**      Lead-in
Background Information
Thesis
Map (Points of Development)

I.    **First Topic/Point**
    A.  Subtopic
        1.  Details/Support for Topic
        2.  Details Support for Topic
    B.  Subtopic
        1.  Details/Support for Topic
        2.  Details/Support for Topic
    C.  Subtopic
        1.  Details/Support for Topic
        2.  Details/Support for Topic

II.    **Second Topic/Point**
    A.  Subtopic
        1.  Details/Support for Topic
        2.  Details/Support for Topic
    B.  Subtopic
        1.  Details/Support for Topic
        2.  Details/Support for Topic
    C.  Subtopic
        1.  Details/Support for Topic
        2.  Details/Support for Topic

III.    **Third Topic/Point**
    A.  Subtopic
        1.  Details/support for topic
        2.  Details/Support for Topic
    B.  Subtopic
        1.  Details/Support for Topic
        2.  Details/Support for Topic
    C.  Subtopic
        1.  Details/Support for Topic
        2.  Details/Support for Topic

**Conclusion:**      Transition
Summary of Main Idea(s)
Significance of Main Idea(s)
Concluding Sentence