**TEA Paragraph Guide Sheet**

**T Topic Sentence (1-2 sentences): Topic/Thesis-Main idea of this paragraph, mini-introduction.**

1.  Needs to be the very first sentence in the paragraph.

2.  Needs to make a claim; shows what paragraph will prove.

3.  Will not be a fact from the text.

**E Evidence/Examples (1-3 sentences): Explain this main idea, use evidence from the text.**

* **BE SPECIFIC**
* **Introduce quote to provide context for the reader**
* **Use a “signal phrase” to introduce the quote (author’s last name + verb)**
* **Put direct quotes in quotation marks.**
* **This is where you also put a little bit of summary (orient your reader).**
* **This should be shorter then the next section of your paragraph.**

1.  Each piece comes directly from the text; it is a fact from the text.

2.  Evidence/examples need to be direct quotes.

3.  Paragraph needs one to two examples (E’s).

4.  Evidence needs proper MLA citation…“here is the quote” (37).

5.  Evidence cannot stand on its own as a sentence and must have a lead-in.

**A Analysis (3-4 sentences): Your part of the Writing. Interpret the example that you used, how does this fit into a larger idea of the paragraph?**

* **These are your original ideas. This is where you take the examples you present, and turn them into interpretation.**
* **This is how you draw the connection between T + E.**
* **This takes textual evidence from the text, and turns it into ideas one can communicate.**

1.  Consists of writer’s opinion showing how the E supports the T.

2.  Should have two-three A statements for each E.

**Concluding Sentence:**

1.  Paragraph must end with a concluding sentence (only ONE sentence).

2.  The CS sums up the content of the paragraph and should mirror, but not repeat the topic sentence…think of the TS and CS as bookends for the paragraph.

**Evidence/Quote Incorporation:**

**When incorporating quotes, follow these guidelines:**

Never have the quotation stand alone as a sentence.

Always properly document the quote.

Try to avoid “this shows/proves” in the analysis of the quote.

Avoid “says” when incorporating your quote.

Use the ellipsis (…) when taking out any middle quoted material (only use what is important).

Quotes should be no longer than 2 ½ typed lines.