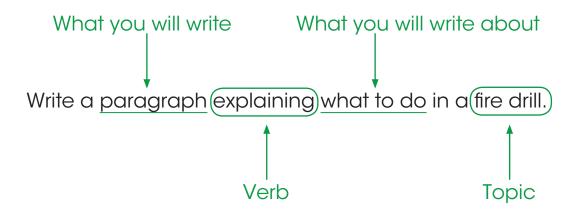
- Step 1: Read the prompt carefully.
- **Step 2:** Look for key words. Circle the topic and verb. Underline the words that show what you will write about.
- **Step 3:** Use the key words from the prompt to help you write a topic sentence. You may not need all of the words that you underlined.



Prompt



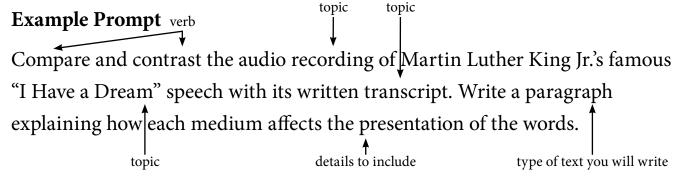
Topic Sentence

Students should follow four rules during a fire drill.

Name:	Date:	Tool E4-12a
Turning a Writing Topic Sen	_	into a
Step 1: Read the prompt carefully.		
Step 2: Look for key words. If you can wri underline the key words. If not, wr paper or in your planning area.	. .	
 Circle the topic. Circle the strongest verb that guides the writing. 		e words that show of text to write.
	_	e words that show vrite about.
Step 3: Use the key words from the promp sentence. You may not need all of t	- -	=
Example Prompt If a visitor came to your school, and you wer would you go? Write a short essay explaining school, and why you would show them to the	g)three importan	
Topic Sentence Three important places every visitor sh	nould see at our s	school are the office,
Mr. Jasper's room, and the gym.		
My Topic Sentence		

Name:	Date:	Tool E4-12a
	Writing Prom	_
	ppic Sentence)
Step 1: Read the prompt ca	refully.	
Step 2: Look for key words underline the key w paper or in your pla	ords. If not, write the key	-
• Circle the to	the	derline words that show type of text to write.
 Circle the strongest verb that guides the writing. 	ne writing. • Und	derline words that show at to write about.
Step 3: Use the key words to sentence. You may to	from the prompt to help you	_
Example Prompt If a visitor came to your schowould you go? Write a short school, and why you would s	essay (explaining) three imp	
· · · · · · · · · · · · · · · · · · ·	every visitor should see at	t our school) are the office,
Mr. Jasper's room, and the gy	<u>m.</u>	
My Topic Sentence		

- **Step 1** Read the prompt carefully.
- Step 2 Look for the key words: the topic, the verb or verbs that directs the writing, the type of text to write, and what specifically to write about. If you may write on the test, highlight or circle the topic and verb. Underline the words that show the type of text you will write and what you will write about.
- **Step 3** Use the key words from the prompt to help you write the topic sentence. You may not need all of the words that you underlined.



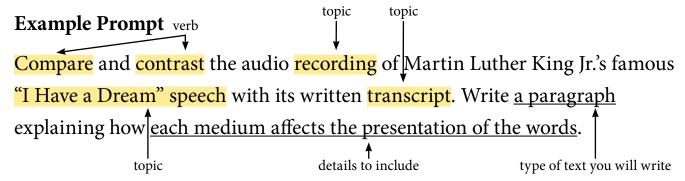
Topic Sentence

Even though both the audio recording and written transcript of Martin Luther King Jr.'s "I Have a Dream" speech present the same words, each one has different qualities and advantages.

Turn the following prompt into a topic sentence.

Write a paragraph explaining how forces inside and on the surface of the Earth continuously create and change igneous, sedimentary, and metamorphic rocks.				

- **Step 1** Read the prompt carefully.
- Step 2 Look for the key words: the topic, the verb or verbs that directs the writing, the type of text to write, and what specifically to write about. If you may write on the test, highlight or circle the topic and verb. Underline the words that show the type of text you will write and what you will write about.
- **Step 3** Use the key words from the prompt to help you write the topic sentence. You may not need all of the words that you underlined.



Topic Sentence

Even though both the audio recording and written transcript of Martin Luther King Jr.'s "I Have a Dream" speech present the same words, each one has different qualities and advantages.

Turn the following prompt into a topic sentence.

Write a paragraph explaining how forces inside and on the surface of the Earth continuously create and change igneous, sedimentary, and metamorphic rocks.				

Name:	 Date:	Tool T4-10a

These steps can help you quickly understand a complicated writing prompt and use the prompt to write a focused, relevant, complete topic sentence.

- Step 1 Read the prompt carefully.
- Step 2 Reread the prompt and mark key words that tell you the topic of the writing assignment, the purpose (e.g., explain, describe), the type of text, the length, and any specific information that needs to be included.
- Step 3 Use key words from the prompt to help you write your topic sentence. It may be helpful to include some of the key words in your topic sentence.
- Go back and check that your topic sentence addresses all parts of the prompt and Step 4 clearly explains the topic of your writing.

Example Prompt: You have examined two sources on the Boston Massacre: Paul **Purpose** Revere's engraving and John Adams' speech at the trial of the British (compare/ soldiers. Write an essay) that explains how each of these sources depicted. contrast) Type of text the so-called massacre. Consider each author's purpose, and identify any differing representations of the facts. • Need to

include this information

Example Topic Sentence: Paul Revere and John Adams depicted the Boston Massacre in obviously conflicting ways.

Directions: Use the steps above to turn the following prompt into a topic sentence.

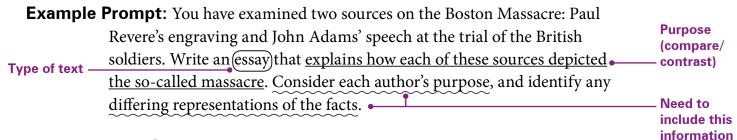
Prompt: The article "Why Those Tiny Microbeads in Soap May Pose Problem for Great Lakes" explains how small organisms living in the Great Lakes mistake plastic microbeads for food. Write a short essay (2–3 paragraphs) that explains how these plastic beads enter the lakes and spread pollution up the food chain to humans.

Topic Sentence:

Name:	 Date:	Tool T4-10a

These steps can help you quickly understand a complicated writing prompt and use the prompt to write a focused, relevant, complete topic sentence.

- **Step 1** Read the prompt carefully.
- **Step 2** Reread the prompt and mark key words that tell you the topic of the writing assignment, the purpose (e.g., *explain*, *describe*), the type of text, the length, and any specific information that needs to be included.
- **Step 3** Use key words from the prompt to help you write your topic sentence. It may be helpful to include some of the key words in your topic sentence.
- **Step 4** Go back and check that your topic sentence addresses all parts of the prompt and clearly explains the topic of your writing.



Example Topic Sentence: Paul Revere and John Adams depicted the Boston Massacre in obviously conflicting ways.

Directions: Use the steps above to turn the following prompt into a topic sentence.

Prompt: The article "Why Those Tiny Microbeads in Soap May Pose Problem for Great Lakes" explains how small organisms living in the Great Lakes mistake plastic microbeads for food. Write a short essay (2–3 paragraphs) that explains how these plastic beads enter the lakes and spread pollution up the food chain to humans.

Topic Sentence:

Sample topic sentence: When tiny plastic microbeads in lakes are eaten by small organisms, pollution is spread up the food chain to humans.