

4 Types of Essays & Characteristics

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1. Expository Essay 说明文

- Highly factual
 - Requires knowledge of the relevant topics
- **理论化，要写好需要对topic有相关的知识

E.g. Describe why “greenhouse effect” happens.

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Corporations and businesses need to focus on being competitive, profitable and sustainable in order to survive. Corporate Social Responsibility is a management concept whereby companies integrate social and environmental concerns in their business operations and interactions with their stakeholders (UNDIO, 2021). Although it may not always be possible for every business to focus on CSR due to financial limitations, it should be a top priority for SMEs and large corporations if they want to improve their reputation, attract investment and maximise profitability. ~~This essay will discuss the key reasons for implementing CSR and conclude that CSR is a sustainable business plan.~~

General sentence – introduce the general topic and reason for argument / controversy.

Specific – what is the main topic & definition.

Thesis – should include the **key topics** of your argument. It **must include your stance**

Outline – what is the general structure of the essay and a suggestion.

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Structure :

(a) Introductory Paragraph

*General statement & descriptions

- can describe the background knowledge in general, current issues & definition of the keyword..

** for green colored sentence, 其实主要是吹水罢了，一句就够了，每个topic其实都可以用回类似的general statement)

** make sure definition (like the red colored sentence)是有科学依据/ theoretically correct的

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E.g. In this modern era, the greenhouse effect has become a hot topic that is frequently discussed by societies all around the world. The greenhouse effect can be defined as a condition in which heat from solar radiation is trapped in the Earth's atmosphere instead of being reflected back into space.

***Thesis Statement**

- 要specific
- 最好的方式就是写你要在body paragraph 1, 2,3 写的main topics

E.g. The factors that causes greenhouse effect include intensive agricultural activities.....

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(b) Body Paragraph

Structure

- * Topic Sentence
- * Supporting idea and details
- * Concluding sentence - paraphrase topic sentence

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<u>ADDITION</u>	<u>COMPARISON</u>	<u>CONTRAST</u>	<u>TIME</u>
further furthermore moreover in addition additionally then also too besides again equally important first, second finally, last	similarly comparable in the same way likewise as with equally just as ... so too a similar x another x like	however nevertheless on the other hand on the contrary even so notwithstanding alternatively at the same time though otherwise instead nonetheless conversely	meanwhile presently at last finally immediately thereafter at that time subsequently eventually currently in the meantime in the past
<u>RESULT</u>	<u>SUMMARY</u>	<u>EXAMPLE</u>	<u>PLACE</u>
hence therefore accordingly consequently thus thereupon as a result in consequence so then	in short on the whole in other words to be sure clearly anyway on the whole in sum after all in general it seems in brief	for example for instance that is such as as revealed by illustrated by specifically in particular for one thing this can be seen in an instance of this	there here beyond nearby next to at that point opposite to adjacent to on the other side in the front in the back

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(c) Conclusion

- Restate thesis statement
- Summarise points discussed, but not adding new points
- can leave some takeaway note for readers (可以给一些劝谏, 呼吁读者...) - 当然不要也可以啦, 只是写了整体上会比较完整, 也可以加深读者的印象

E.g.

Topic : Importance of Health Screening

Takeaway note : Always remember that prevention is better than cure, and prioritize health screenings before treatment becomes necessary.

****** Writing is a fluid process, and the style of writing can differ from person to person. You might have your own way to write a good expository essay but pls do remember the structure of each paragraph, and always try to make your elaborations coherent with the topics.