

# Table of Contents

I Wanna Know! (expository paragraph) ...	page 6
And THAT'S How It's Done (how-to paragraphs) ...	page 10
Structural Analysis (expository structures) ...	page 14
Get to the Points! (topics and theses) ...	page 17
Under Construction (outlining) ...	page 21
Information, Please (sources) ...	page 24
Take it Down (note-taking) ...	page 32
Getting Ready to Rumble (pre-writing) ...	page 37
Gimme FIVE (5-paragraph essay) ...	page 42
Spick-n-Span (editing and proofing) ...	page 45
So What's News? (news stories) ...	page 48
Take the Lead (news story introductions) ...	page 52
Calling All Cubs (writing news) ...	page 58
Two Sides to Everything? (persuasion) ...	page 62
See the Slant? (bias) ...	page 67
You'll See it My Way (persuasive techniques) ...	page 73
Assembly Required (organization) ...	page 78
Everybody's Got an Opinion! (editorials) ...	page 82
More than Words (editorial cartoons) ...	page 86
You've Gotta' Get This! (advertising) ...	page 90
Practice What We Preach (skill review) ...	page 94
Resources (bibliography) ...	page 97