

Conclusions

What to do:

- ▶ **Restate** your position; remind the readers of your topic.
- ▶ Use the **key words** from your topic sentence.
- ▶ **Summarize** your paragraph, **convince** the readers of your position, **challenge** them to think about the issue, or **encourage** them to take action.

What to avoid:

- ▶ Introducing a new topic
- ▶ Phrases such as ...
 - as I have said
 - as I proved
 - as you can see

Helpful Words and Phrases:

- | | |
|-----------------|--------------|
| ▶ in fact | ▶ truly |
| ▶ obviously | ▶ definitely |
| ▶ clearly | ▶ surely |
| ▶ certainly | ▶ to sum up |
| ▶ in conclusion | ▶ all in all |

The final statement is important!