Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Document-Based Question Format**

* **Essay Format** (Minimum 3 paragraphs)
  + **Paragraph #1**: Introduction
    - “Introduce Essay topic and question
    - **Thesis Statement:** Guiding idea of what you plan proving on discussing in the body of your essay (should be last sentence of the intro paragraph)
    - **Thesis Answers the question**
  + **Paragraph #2-4:** Body Paragraphs
    - **The “meat of the essay;** choose examples to prove your thesis!
    - Working in documents **with analysis!**
    - Minimum 1 paragraph in length
  + **Final Paragraph**: Conclusion
    - Briefly Sum up your argument
    - Wrap things up with a final analysis of the original question
    - Should be 1 paragraph in length

**Things to Remember:**

* **A paragraph should be a minimum of 3-5 sentences long.**
* **Spelling and grammar mistakes do not take away from the essay unless they are excessive.**
* **You should try to use most of the documents, but are not obligated to use them all**
* **Attempt to work in relevant outside information to make your argument**
* **Do not cite documents at the end of paragraphs; there should be analysis with each used!**
* **Do not just summarize documents; the essay should be written WITH them , not ABOUT them.**
* **Correct Citation of documents is as follows:**
  + **Examples**
    - **RIGHT WAY: “Most workers were not happy with their working conditions, as shown in John Smith’s letter to his manager from 1892 (Document 1).”**
    - **WRONG WAY: “In Document 1, it talks about working conditions being bad for workers.”**