

Paper No. 1: Process

Process Analysis: a detailed explanation of how the subject happens (i.e., how a plant grows, how a robot works, how a game is played, how a caterpillar becomes a butterfly)

When you analyze how to do something or how something works, you explain the steps as a process. Paragraphs are usually in chronological order with signifiers, such as *first*, *then*, *next*, and *finally*.

Select a topic that is hefty enough to make up **five full paragraphs**: Introduction, three body paragraphs, and a conclusion.

The process paper should be written in **third person and should be a minimum of 500 words**.

The following elements are necessary to include in a process paper:

- A brief explanation of why the subject is important or helpful
 - If you explain the process of changing a tire, include reasons why everyone should know how to change a tire.
- If the process occurs in nature, include where and why the process happens (give the process context)
 - If you explain how a caterpillar becomes a butterfly, include facts about the butterfly's place in the ecosystem and how many species of butterflies there are.
- If the process is building or creating something, include materials needed and what the device/subject is used for
 - If you explain how to build a raised garden, include the tools and materials one needs to build it.
- Include cause and effect elements if applicable
 - If you explain how to bake a cake, include facts about how mismeasuring can lead to a failed cake.
- If any research is done, a **bibliography** is required.

Strategies for Starting

1. Brainstorm processes you're already familiar with. This is not a research paper. While you may need to look up a few things or ask your parents some questions, do not start from scratch with a foreign subject.
2. Once you have an idea you like, outline it. Make a basic numbered list of steps so you can discern whether the process is long enough for a five-paragraph essay. For example, tying your shoes is a process, but it's not detailed enough to fulfill the paper requirements.

3. After writing a basic outline, created a detailed outline to ensure you have enough information to fulfill the paper's requirements.

Tips on Introductions:

- Begin with a statement about the subject that hooks the reader's interest. For example, if you're going to explain how to change a tire, perhaps start with, "Nothing stops a car quicker than a blown tire."
- Include a couple of sentences that provide clarity on the subject. For example, "A flat tire can happen by driving over a nail or waiting too long to have tires rotated or replaced. Since all vehicles come with a spare, it is important for every driver to know how to change one."
- The final sentence of the introductory paragraph is the thesis statement. It's the most important sentence of the whole paper because it should encompass the primary message. For example, "All one needs to change a tire are the necessary tools, a little bit of strength, and the confidence to follow each step properly."

Conclusions to avoid:

- **A repeat of the introduction.** Don't simply replay your introduction. Instead, the conclusion should capture what the body paragraphs have added to the introduction.
- **A new direction.** Don't introduce a new topic. If you wrote about caterpillars turning into butterflies, the conclusion is not the place to mention moths.
- **An apology.** Don't cast doubt on your essay. Your paper should be in third person anyway, so don't write, "I'm no expert on bugs, but this is generally how a caterpillar becomes a butterfly."