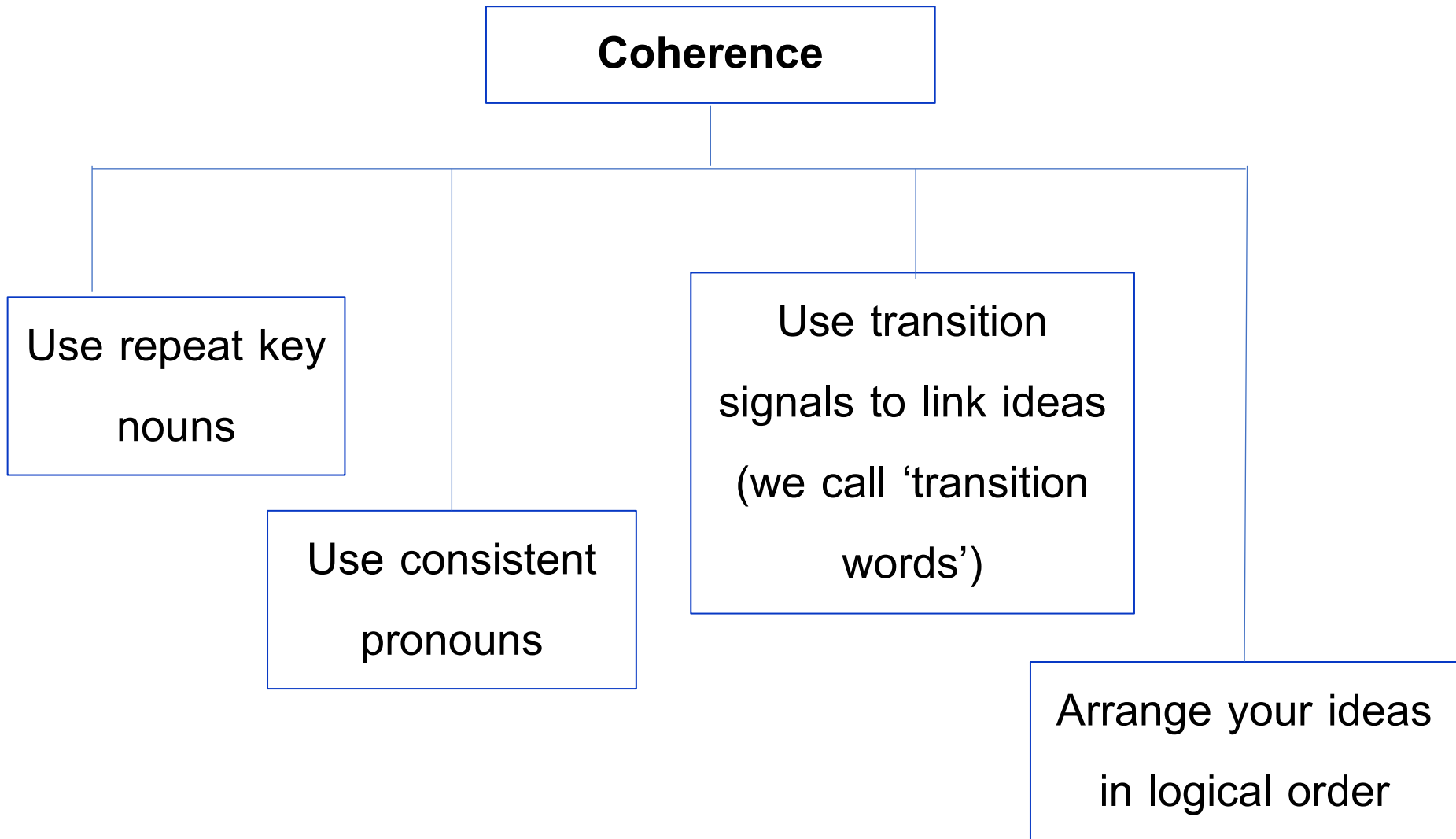


Unit 2: Paragraphs with unity and coherence

- What does it mean by “paragraphs with unity and coherence?”
- Using repeat key nouns
- Using consistent pronouns
- Using transition signals (transition words)
- Arranging ideas in logical order

How to make your writing to have coherence?



Arranging ideas in logical order
(continued from last class)

Coherence



Arrange your ideas in logical order

- Arrange your sentences in some kind of logical order.
- Selecting your logical order depends on topic and purpose.

Some types of order for your writing are:

Chronological order



Order by time/ sequence of events or steps in a process

Process order



A sequence of actions is described. It instructs the reader on how to do something/ set of directions such as manuals, cookbooks, and etc.

Logical division of ideas



Ideas are grouped together, and each group is discussed accordingly. They may be introduced in order of importance.

Order of importance

From the least important idea to the most important idea. The ideas build in importance, holding the reader's attention. The best is saved for the last.

or

The most important idea is stated first and the least important idea is stated last. This method is used most often in newspaper articles or writing space/ length of writing is limited.

Comparison/ contrast



The similarities and/ or differences between two or more items are discussed.

Cause and effect



The cause (or reason) is usually discussed first. This then leads to a discussion of the effect (or result.)

Problem to solution order



The problem is presented first. Details about the problem, including its cause, follows. Next, a suggested solution will be discussed, including details that support the solution.

Kind of logical order >> Chronological order

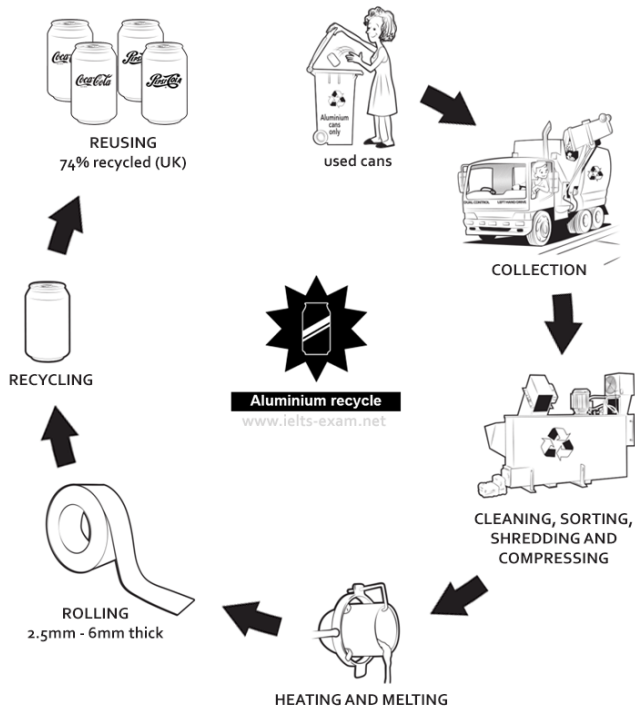
Example

Tea was first discovered in China, in the mountains around Sichuan and Yunnan. According to earliest legend Emperor Shen Nung first sampled the drink when some unidentified leaves fell into his pot of hot water. Allegedly, Shen Nung used to wander the country recording the effects of infusions made from the leaves and berries of various plants. He discovered that tea cured him of a stomach ache contracted as a result of drinking a toxic herb. It has since been scientifically proven that the polyphenols in tea inhibit the growth of bad bacteria in the gut, and helps good bacteria to flourish, along with having antimicrobial properties that can kill off harmful substances. During the Tang Dynasty (616 – 907), tea drinking became an elaborate art form. This was the heyday of the Chinese Empire, and traders journeyed to China from the Middle East to obtain silk, porcelain and tea. Over time, the practice of drinking tea spread across Asia, and later to Europe and the America.

Notice: Most verbs are in *past simple* form.

Example

Kind of logical order >> **Process order**



The diagram illustrates how aluminium cans are recycled. First, the cans need to be taken to special collection centres instead of being thrown away with the normal refuse. The cans are collected from here and taken to a factory where they are first sorted and then cleaned. Next, the cans are shredded and crushed in a special machine.

The metal is then heated to a high enough temperature to allow the aluminium to melt. It is then rolled out flat to a thickness of between 2.5 mm and 6 mm, depending on what it is going to be used for. The aluminium is now ready to be recycled into new packaging, such as drink containers. Finally, the new cans are delivered to a soft drinks factory where they are filled. The cans can now be sold to the public and reused. In the UK, 74 per cent of all aluminium cans that are sold are recycled.

Notice: Verbs are in *present simple*, and *passive voice* form.

Example

Kind of logical order >> Logical division of ideas

There are numerous positive aspects of social media. The most important advantage is being a great device for education. Students can educate themselves on various topics using social media. Moreover, live lectures are now possible because of social media. You can attend a lecture happening in America while sitting in India. Furthermore, as more and more people are distancing themselves from newspapers, they are depending on social media for news. You are always updated on the latest happenings of the world through it. A person becomes more socially aware of the issues of the world. In addition, it strengthens bonds with your loved ones. Distance is not a barrier anymore because of social media. For instance, you can easily communicate with your friends and relatives overseas. Most importantly, it also provides a great platform for young artists to showcase their talent for free. You can get great opportunities for employment through social media too. Another advantage definitely benefits companies who wish to promote their brands. Social media has become a hub for advertising and offers you great opportunities for connecting with the customer.

Example

Kind of logical order >> Comparison/ contrast

French and U.S. business managers have decidedly different management styles. French meetings, for example, are long and rambling and rarely end on time. Furthermore, meetings often end without closure. Managers in the United States, on the other hand, make an effort to start and stop meeting on time, and North American business meetings typically end with decision and action plans. Another difference involves documentation. North Americans adore documentation; they have a procedure manual for everything. The French, in contrast, thinks this is childish. French managers do not share information with subordinates and make decision with little participation by employees beneath them. In U.S. companies, however, top managers share information and frequently solicit input from subordinates.

15 minutes



The writing process

If you've just received your first academic writing assignment, what do you do? If you are a beginning writer, take it step by step with the following process.

1. **Choose a topic.**
2. **Think** (brainstorm).
3. **Research.**
4. **Discover your main idea** (we call "thesis").
5. **Plan** (outline).
6. **Write** (includes introduction with clear topic sentence, body and conclusion) (at this stage, you may not be worried too much about grammatical part and other things like spelling typos, punctuation, or formatting....)
7. **Revise** (content part).
8. **Edit** (grammar and format).
9. **Proofread.**



Choosing and narrowing a topic

Think of:

Something you are interested in

Subjects related to the course that you are interested in: such as conflict management, global warming, social media,anything!. Then, narrow into a topic

Narrow from
subject to
topic

- By looking at its smaller parts/ or
- By choosing a specific problem, time period, or place to cover.
- You may need to do a little general research here if you do not know much about the subject.
- Ask yourself “Who? What? Where? When? Why? and How?” questions about the subject can help you limit the subject and shape your interests.

For example

Subject: Digital media and society

**What would you like to
talk about digital media
and society?**

What: What is digital media?

What: What are roles of digital media to society?

What: What are benefits and downsides of digital media to society?

How: How is the society shaped by the digital media?

.....

Now, do some internet research

After the research, you may choose one possible and meaningful topic depending on your interest, purpose and length of writing.

Possible topic: Benefits and downsides of digital media to society

Topic sentence (topic + controlling idea) = *The emergence of digital media technology contributes both benefits and downsides to society.*

****In longer piece of writing (more than one paragraph), you may combine these ideas into your writing, separating them in each paragraph:**

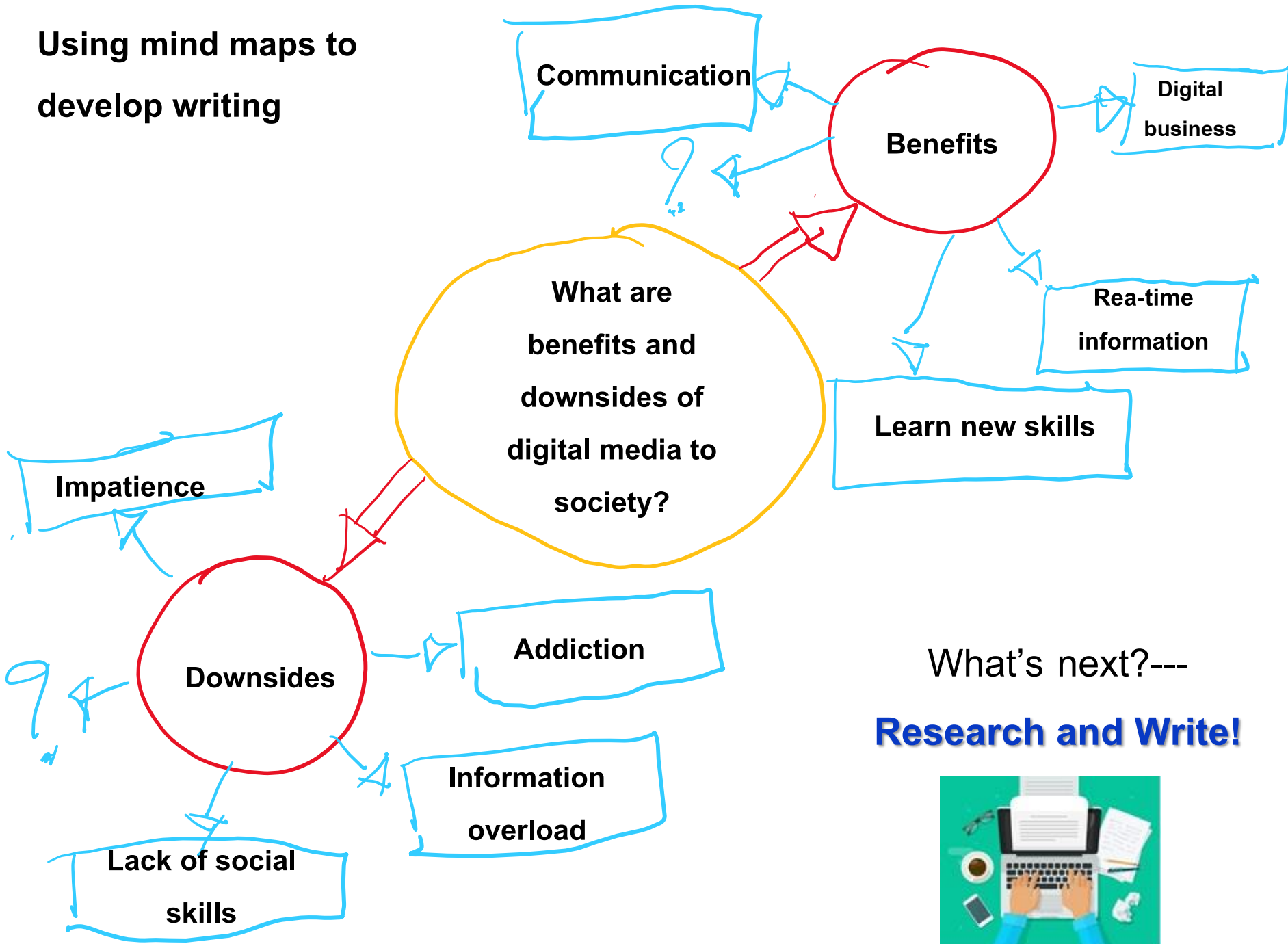
What: *What is digital media?*

What: *What are roles of digital media to society?*

What: *What are benefits and impacts of digital media to society?*

How: *How is the society shaped by the digital media?*

Using mind maps to develop writing



What's next?---

Research and Write!



Using mind maps to develop writing



Activity

Show your topic and controlling idea, and list of supporting details.

If the topic is too broad, try asking WH questions with your topic in order to narrow it down/ do some research.

Do mind mapping to get possible idea components as the supporting details for your writing.

Assignment

Develop a 150- word piece of writing based on the topic you work out today.

Submission: 17 February, 2021

Email: siripen.yi@ssru.ac.th



Summary

There are the important points covered in this unit:

- (1) Every good paragraph has both unity and coherence.
- (2) You achieve unity by:
 - discussing only one idea in a paragraph.
 - always staying on the topic in your supporting sentences.
- (3) You achieve coherence by:
 - repeating key nouns.
 - using consistent pronouns.
 - using transition words (transition signals).
 - arranging your ideas in some kind of logical order.
- (4) There are different types of transition words. Each type is punctuated differently.