

# Construct Effective Paragraphs

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# Recap

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In the previous module, we looked at using the right words to write effective sentences

# This Module

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Let us look at grouping sentences to construct effective paragraphs

# Learning Objective

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Understand  
importance of  
effective  
paragraphs

Construct Effective  
Paragraphs

# Paragraphs

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Effective Writing is Concise  
and Precise

# Paragraphs

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Effective Writing uses  
sentences with a strong spine

# Paragraphs

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Effective Writing groups strong sentences into a strong paragraph

# Paragraphs

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A Paragraph is a group of related sentences



# Paragraphs

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A paragraph informs the reader that the group of sentences relate to a common topic

# Paragraphs

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Do we have to  
group  
sentences?

Text, without  
grouping, is  
only lines of  
information

Paragraphs  
helps readers  
scan quickly  
through  
material

# Paragraphs

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Paragraphs  
have several  
sentences

Each sentence  
has a meaning  
or purpose

# Paragraphs

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Topic Sentence

The sentence that informs the topic of the paragraph

# Paragraphs

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Concluding sentence

The sentence that concludes the paragraph or leads to the next paragraph

# Paragraphs

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Make Coherent  
Paragraphs

Coherent  
paragraphs present  
one clear point

# Paragraphs

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Organize the  
paragraph

Have a logical  
flow through  
the paragraph

# Paragraphs

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General to Specific  
Paragraph

Start with a general  
statement and  
build supporting  
statements



# Paragraphs

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Specific to General  
Paragraph

Start with a specific  
statement, build  
supporting statements,  
end with a general  
statement

# Paragraphs

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You may choose to write sentences in order of importance

You may choose to write sentences as problems and resolutions

# Paragraphs

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Transition sentences help to  
connect successive paragraphs

# Paragraphs

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Transition sentences may be placed at end of previous paragraph

# Paragraphs

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Transition sentences may be words placed at beginning of paragraph that connect to previous paragraph (however, meanwhile, as mentioned etc.)

# Paragraphs

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Transition sentences can be a single standalone sentence in between paragraphs

# Paragraphs

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Transition sentences maybe  
sub-headers or paragraph  
headers

# Paragraphs

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Use short, strong paragraphs

A strong paragraph needs only 5 to 8 sentences



# Paragraphs

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Long Sentences  
lose readers

Long  
Paragraphs are  
difficult to read

# Paragraphs

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Strong words give  
strong sentences.

Groups of short,  
strong sentences  
in a logical order  
give strong  
paragraphs

Strong Paragraphs  
capture interest  
and communicate  
effectively

# Summary

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Strong words lead  
to strong  
sentences

Well chosen and  
well placed  
sentences make a  
strong paragraph

# Summary

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Each paragraph  
conveys a  
meaning

Effective topic  
sentences are  
important

# Summary

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Short paragraphs are  
sufficient

A series of short well  
constructed  
sentences effectively  
convey a message

# Summary

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Connect paragraphs effectively to convey meaning through the manuscript

Use transition sentences or words

# Summary

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Words

Sentences

Paragraphs

Manuscript

# Exercise

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Choose two  
consecutive paragraphs  
from a journal article  
you have read

Identify the different  
sentences in the  
paragraphs  
Rewrite the paragraphs



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THANK  
YOU