

A. Take the quiz below to test your knowledge of academic paragraphs? Highlight the correct answers using your PDF software's highlighting tool.

1. The first sentence in a paragraph is called...
 - a. the topic sentence.
 - b. the main idea sentence.
 - c. the introduction sentence.
2. A topic sentence consists of two essential parts, a topic and...
 - a. a supporting idea.
 - b. a controlling idea.
 - c. a conclusion.
3. Transition words and phrases...
 - a. are used to link clauses within a sentence.
 - b. are used to link important points and indicate their relationship.
 - c. are used to repeat and emphasize important points.
4. Ideas that are arranged logically and clearly linked with transitions are called...
 - a. paragraph coherence.
 - b. paragraph connectedness.
 - c. paragraph unity.
5. How many topics should a paragraph cover?
 - a. three
 - b. two or three
 - c. one
6. The purpose of a concluding sentence is to...
 - a. introduce the topic of the next paragraph.
 - b. repeat the main idea in the topic sentence in new words.
 - c. repeat the words in the topic sentence exactly.
7. The purpose of a paragraph outline is...
 - a. for the writer to organise their ideas logically.
 - b. to make the writing process more effective and efficient.
 - c. all of the above.
8. Which of the following is not true of paragraphs?
 - a. Paragraphs must contain advanced vocabulary and grammar.
 - b. Paragraphs come in a number of different types and patterns.
 - c. Paragraphs follow an easy to learn and specific structure.



B. Complete the missing parts of the paragraph with a suitable topic sentence, a supporting idea, and a concluding sentence.

1.

Firstly, it is a very economical form of transport. You can buy a perfectly functional bike for a few hundred dollars, and annual maintenance costs are fairly minimal whereas car ownership costs at least a few thousand dollars per year.

2.

It can help one lose weight and improve overall fitness as well as help fight off disease. Finally, cycling to the office or class boosts productivity. This is because it relieves stress and anxiety and helps boost a positive mood.

3.

C. The paragraph below has some problems with unity and coherence. Highlight the problems and rewrite the paragraph making the necessary improvements.

Working from home has a number of disadvantages, but at least you do not have to commute every day. The first drawback of working remotely is feeling isolated. Going to the office everyday helps build relationships and a sense of a common purpose, which is difficult to achieve when working from home. Remote work can build a sense of mistrust among colleagues. This is because some may think their colleagues are relaxing at home and not working as hard as they should be. Workers can maintain a more flexible schedule. For instance, it is possible to start and finish work earlier than normal or to take breaks and have lunch at times that suit them best. While working from home might seem convenient, it comes with some challenges.

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....