**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Career: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Career Research Outline**

*This is a complete sentence outline- not a bullet point outline*

*To complete this outline, you will take out all words* ***not in bold*** *below and keep the Roman numerals, letters, and numbers*

**I. Introduction** (see handout)

 **A**. Attention Getter

 **B**. Describe Personal Background

 **C**. Define Career

 **D**. Briefly describe educational requirements

 **E**. Briefly describe Institution University/College/Trade School)

 **F**. Thesis:

**II. First Main Topic**: **Education plan (majors, degrees, licenses, and certifications)**

**A.** Reason #1

**1**. Topic Sentence – states the main idea/reason of the paragraph

**2** Introduce, provide and connect evidence (in-text citations required)

**3**. Closing or Transition sentence – So what? How does the evidence support your goals?

**B.** Reason #2

**1.** Signal word or phrase/topic sentence

**2**. Introduce, provide and connect evidence (in-text citations required)

**3**. Closing or Transition Sentence - So what? How does the evidence support your goals?

**C.** Reason #3

**1**. Signal word or phrase/ topic sentence

**2.** Introduce, provide and connect evidence (in-text citations required)

**3**. Closing or Transition Sentence - So what? How does the evidence support your goals?

**III. Second Main Idea: College (Training)**

**A**. Reason #1

**1**. Topic sentence

**2**. Introduce, provide and connect evidence (in-text citations required)

**3.** Closing or Transition Sentence- So what? How does the evidence support your goals?

**B**.Reason #2

**1**. Signal word or phrase/topic sentence

**2.** Introduce, provide and connect evidence (in-text citations required)

**3.** Closing or Transition Sentence - So what? How does the evidence support your goals?

**C**.Reason #3

**1**. Signal word or phrase/topic sentence

**2.** Introduce, provide and connect evidence (in-text citations required)

**3**. Closing or Transition Sentence - So what? How does the evidence support your goals?

**IV. Third Main Idea: Career/Profession/Trade**

**A**.Reason #1

**1**. Topic Sentence

**2.** Introduce, provide and connect evidence (in-text citations required)

**3**. Closing or Transition Sentence - So what? How does the evidence support your goals?

**B**. Reason #2

 **1.** Signal word or phrase/topic sentence

 **2.** Introduce, provide, and connect evidence (in-text citations required)

**3.** Closing or Transition Sentence - So what? How does the evidence support your goals?

**C**. Reason #3

 **1**. Signal word or phrase/topic sentence

 **2.** Introduce, provide, and connect evidence (in-text citations required)

**3.** Closing or Transition Sentence - So what? How does the evidence support your goals?

V**. Conclusion** (see handout**)**

A. Circle back to your [ATTENTION GETTER] – connect it to your conclusion

B. Look back at your [MAIN IDEAS] – Summarize how you are going to attain your goals.

 C. Look back at you [THESIS SENTENCE] – Restate it using different words

 D. End with a declarative statement that convinces the reader that you can do this!!!

BODY PARAGRAPHS:

Introduce Evidence – Explain or introduce the evidence you will be using to support your claim.

Provide Evidence – Support for topic sentence. (Direct quotes or paraphrased)

Connect Evidence – Explain how the evidence supports the topic sentence. What does it prove?