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| **Name:** |  | **Date:** |  |

**Write a Title:**

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| **Write a Topic Sentence that states that a set of steps is to be followed.**  **Be sure to choose a General, Clueing, or Specific Topic Sentence.** | |
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| **Write a Lead-off Sentence with a transition for the first piece of background information.** | |
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| **Write a Follow-up Sentence for the first piece of background information.** | |
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| **Write a Lead-off Sentence with a transition for the second piece of background information.** | |
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| **Write a Follow-up Sentence for the second piece of background information.** | |
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| **Write a Lead-off Sentence with a transition for the third piece of background information.** | |
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| **Write a Follow-up Sentence for the third piece of background information.** | |
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| **Continue writing Lead-off and Follow-up Sentences for each remaining piece of background information.** | |
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| **Write a Thesis Statement that includes the names of the topic and the subtopics.** | |
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