

TRANSITIONS CHART

Size Transitions

The largest	Larger than	The smallest	The small-sized	The tallest
The next largest	Equal to	The next smallest	The medium-sized	The shortest
The smallest	Smaller than	The largest	The large-sized	

Time Transitions

First,	Now	At the beginning of	Before	By this time
Then,	Soon	In the middle of	In the meantime	At the same time,
Next,	Then	At the end of	During	At that instant,
At last,	Later		Meanwhile	Immediately,
			Afterwards	Simultaneously,

First,	In the morning,	Yesterday,	The first	Thereafter
Second,	Before noon,	Today,	A more recent	Presently
Third,	In the afternoon,	Tomorrow,	The most recent	After a short time
Finally,	In the evening,	The day after tomorrow,		Soon thereafter

In the past,	The next day,	This year,	The earliest
In the present,	Two weeks later,	Next year,	The next earliest
In the future,	Six months later,	In the next few years,	The most recent

Space Transitions

Behind	On the edge of	Beside	In front	West of	High
Over	Toward	Around	Facing	East of	Against
Under	Throughout	Near	In back of	North of	Alongside
Below	To the right of	Side by side	In the center	South of	Ahead of
Beneath	To the left of	Close to	Inside	At the	Here
Low down	On top of	Next to	Outside	In	There
On the bottom	At the top	Down	At the end of	On	Beyond
On the corner	By	Up	Between	Above	Farther on

Importance Transitions

The best	The most important	The first	The best
The next best	Equally important	More important than	The next best
The least best	The next most important	Most important	The worst
	The least important		

Chain-Link Transitions

On the one hand,	One example of	In the first place,	In other words	The first
On the other hand,	For instance,	In the second place,	In fact,	The second
	Another example,	In the third place,	Also,	The third
Again,	A further example,			
Besides,	For example,			
Moreover,	For another example,	One	Because	First,
		Another	Since	Second,
	Still another	A further	As	Third,
	In addition,	Further,	Still,	Specifically,
	In the same way,	Furthermore,	While	More specifically,
	In fact,	Instead	Instead	In particular,
The opposite of _ is_	Additionally,			
On the contrary side	Lastly,	The last	Indeed,	As a result,
To the contrary,	Similar to _ is_	Last	Although	Consequently,
In contrast,	Another similar _ is_		Even though	Naturally,
In spite of	Likewise,	Nevertheless,	Even if	After all,
Despite the	Similarly,	Nonetheless,		
	A dissimilar _ is_			

Concluding Transitions

To conclude,	In summary,	To sum up,	As you can see,
In conclusion,	In sum,	To summarize,	As a result,
	In brief,	Thus,	Finally,
	In short,	Therefore,	

Point of View Chart

	FIRST PERSON	SECOND PERSON	THIRD PERSON
s u b j e c t s s i n c e n t e n c e o f t i m e s	I We	You You (understood)	He She It They One idea The boys The house Marie, Jamie, Chris
	Me My Mine Myself Us Our Ours Ourselves	Your Yours Yourself Yourselves	Him Her Them Himself Herself His Hers Theirs Itself Themselves

TOPIC SENTENCES

Usually first sentence
Introduces main idea
Sometimes introduces details

Types of TS

General=names main idea
Clueing=names main idea
and gives clue about details
Specific=names main idea
and names details in order

DETAIL SENTENCES

Discusses one of the details
in a paragraph

Types of DS

Lead-Off=introduces a new
detail; contains a transition
Follow-Up=provides more
information about the detail

CLINCHER SENTENCES

Usually last sentence
Closes the paragraph
Names main idea
Sometimes summarizes details
Is different from the TS

Types of CS

General=summarizes main idea
and makes reader think more
Clueing=names main idea
and ties details with a clue word
Specific=names main idea
and names details in order

Parts of a Paragraph

_ Title _
Introduction
Topic
_ Sentences _
Body
Detail
_ Sentences _
Conclusion
Climcher
Sentences

TENSE CHART

Tense	Verb
Past	Painted was painting had painted
Present	is painting paints
Future	will paint shall paint

S T E P S

- Set up a diagram**
- Create the title**
- Reveal the topic**
- Iron out the details**
- Bind it together with a clincher**
- Edit your work**

CLUE WORDS

Many	Various	Differences
Several	Classes	Similarities
A number of	Categories	Advantages
Number ("two")	Groups	Disadvantages
Kinds	Steps	Jobs
Types	Stages	Uses
Parts	Ways	Causes
Elements	Roles	Effects
Pieces	Features	Reasons
Members	Examples	Sources
Divisions	Characteristics	Products
Components	Functions	Variety
Different	Assortment	