

May Writing Topics

Process Essay

Life is about learning new things: we constantly develop new skills for work and play, and we curiously investigate how the world works. The purpose of a process essay is to share this knowledge. A process essay either *instructs* someone how to complete a task or *explains* how something works.

To write a process essay, you should first chose a topic that you are interested in. Depending on your topic, you may need to do some research before you start writing. Once you have thought over or researched your topic, you should then create an outline that breaks the process down into separate steps. When you begin your rough draft, first introduce your topic and then, in your body paragraphs, clearly describe each step of the process in detail. Organize your essay *chronologically*—in the order that the steps occur or should be completed. Additionally, be sure to include transitional words, so that there is logical and smooth flow within your essay. Here are some suggested transitional words:

First, second, third	Before	After	During	Meanwhile
Simultaneously	As, while, when	Initially	Next	Subsequently
Afterwards	Soon	Eventually	Last	Finally

Topics

1. How to take care of a pet
2. How to convince your parents to give you what you want
3. How to perform a magic trick
4. How to resolve a conflict with a friend
5. How to play a musical instrument
6. How to survive a typical day in the life of *you*
7. How an electronic device works (e.g. iPod, cell phone, GPS locator, Wii Remote, lie detector)
8. How a body part works (e.g. ear, eye, heart)
9. How a natural phenomenon occurs (e.g. thunder and lightning, rainbow, earthquake)
10. How something is made or formed (e.g. diamonds, tofu, cartoon animation)

Minimum Word Count

Junior 2 student: at least 150 words

Junior 3 student: at least 200 words

Intermediate 1 student: at least 250 words

Intermediate 2 student: at least 300 words

Intermediate 3+ student: at least 400 words

Please put your name and your level at the end of your essay. We may publish selected essays on <http://bceducationcenter.com>. If you choose NOT to have your essay published, please inform your instructor. Please email your final draft to hao@bceducationcenter.com at the end of the month.