



Giving and Receiving Presents

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Purpose of the Unit

- Identify topics and main ideas
- Identify strong and weak topic sentences
- Practice writing topic sentences
- Combine sentences using *and* and *but*
- Learn how to use commas in sentences with *and* and *but*



Writing Focus: Topic Sentence

A good topic sentence: include

- One Clear topic
- An opinion or idea about the topic

A good topic sentence: not be

- Too board
- Too narrow

Language Focus: Using *and* and *but* to join sentences

1. When the sentences are about the same topic can be combined by *and* and *but*.
2. Use *and* to join similar ideas.
3. Use *but* to show contrasting ideas: good/ bad, positive/ negative, easy/ difficult

Language Focus: Punctuation

1. Use a comma before (but).
2. Use a comma before (and) when the subject is written in both sentences
3. Use a comma before (and) while enumerating something
4. Don't use a comma before (and) when the subject is removed from the second sentence.

General Rules

Remember:

- ✓ The topic sentence is *usually* first or last, but it can be any sentence in the paragraph

Note:

- ✓ Don't begin sentences with *And* or *But* in academic writing.
Use *In addition* or *However* instead



- ✓ A good topic sentence should be clear and has one opinion or idea
- ✓ A good topic sentence should not be too board or too narrow
- ✓ The conjunction words *and* and *but* are important in academic writing
- ✓ Don't begin any sentence with *and* and *but* in academic writing

