**Handout 38a: How-to-start-planning-your-answer activity**

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| * Sort the information into key points
 | * Read your essay through and improve it
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| * End with an interesting conclusion summing up your argument
 | * Include all the information you know about the Fire of London
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| * Select relevant information
 | * Decide on the most logical order for your key points
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| * Decide how to introduce your essay so that it answers the question and engages the reader
 | * Make your ideas flow so one point follows on logically from another
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| * Support your ideas with evidence and comment
 | * Present each key point in a new paragraph and introduce it with a topic sentence
 |
| * Include interesting information about any fires you have experienced
 | * Choose effective words and phrases to express your ideas clearly and interestingly
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