**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 |
| * End with an interesting conclusion summing up your argument | * Include all the information you know about the Fire of London |
| * Select relevant information | * Decide on the most logical order for your key points |
| * 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 |
| * 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 |