



Completing Your Final Draft



Transitions

Use transitions to move smoothly from paragraph to the next.

Transition words/phrases:

First, next, finally

First, also, next

Most importantly

One should also consider



Transitions

Another option in explanatory writing for transitions is the use of headings.

Label each paragraph with a heading:

Symptoms

The symptoms of this disease are extreme. Once you contract the disease, your body will start to show signs by...



Spelling

The more errors in your paper the less credible you appear to the reader.

Use the spell check function on Google Docs to help.

A note on medical words...

Another tip - Read your paper from right to left.



Grammar

Make sure to capitalize the correct words:

Beginning of the sentence

Names of people and places

The word I



Grammar

Use quotation marks “ ” around anything you quoted from a source (copied word for word).

Every sentence needs an end punctuation.

Make sure there is a space between the end punctuation in a sentence and the next word.

If your sentence is long and has a lot of commas, consider breaking it into multiple sentences..