**ENG4UI Prose Non-Fiction Essays**

Methods of Organization:

The following methods of organization may be used for the over-all structure or development of an argument – or – more than one method may be used within a single piece of writing.

*Analogy:* compares to different subjects by focusing on something similar between the two that are not otherwise the same. It is often used to explain the unfamiliar or complex in terms that are familiar or simpler.

*Cause and Effect:* tells why something has happened. The writing can either begin with a cause and try to show or predict its effect or vice-versa. Some questions that may be answered include,

- what has caused it?

- where has it come from and where is it going?

- what will happen to it?

- what is it used for?

- how does it fit into the larger scheme of things?

- what could happen if it didn’t exist?

- why does it exist?

- could it be changed?

*Chronology:* documenting the order in which a series of events takes place, usually leading up to a significant happening.

*Classification:* is used to show how a subject fits into, or how it differs from, other elements in a category. Some questions you may ask yourself include,

- what other things are like it?

- what kinds of it are there/

- what is it part of?

- what goes along with it?

- how does it differ from others like it?

- what connects it to all other things in the category?

*Comparison/Contrast:* comparisons show how two or more people, places, animals, or objects are similar; contrasts show how they differ. The reason for comparing or contrasting is to clarify an idea: the two objects being compared/contrasted must have a logical/potential basis of similarity.

*Definition:* explaining what is meant by a particular term, idea, or object. The piece is developed through definition, followed by example/explanation.

*Example:* used to clarify and support a generalization. Some questions you may ask yourself to help create examples include,

- what does it do?

- what does it mean to me?

- what has been said, done, thought, about it?

- what experience have I had with it?

*Problem/Solution:* similar to cause/effect organization, this method poses a problem, discusses its history or background, and proposes a solution.