

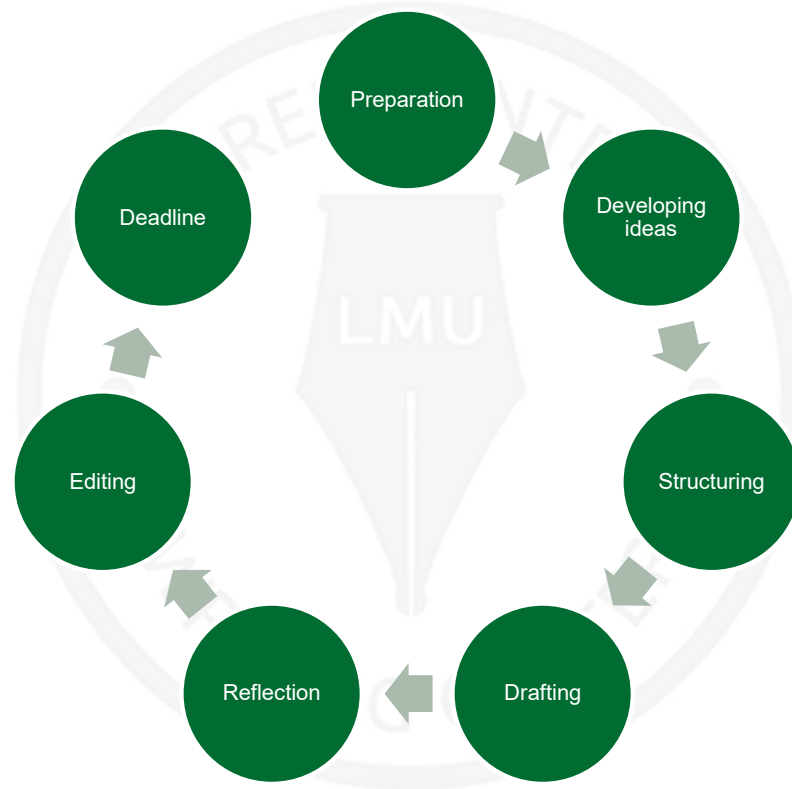
Drafting your Outline

A Workshop by Alessia Cortina

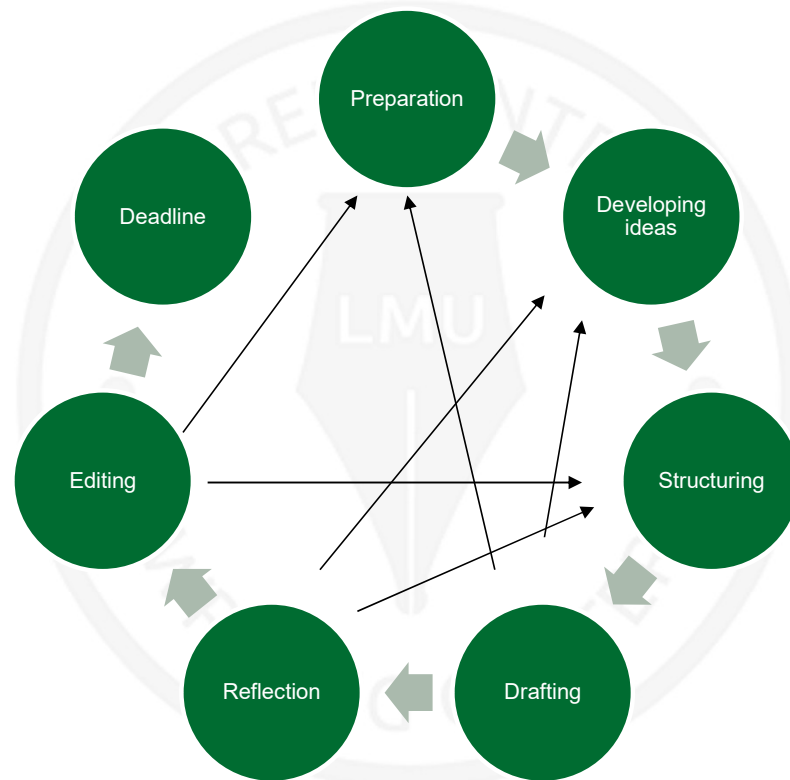


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The writing process



The writing process





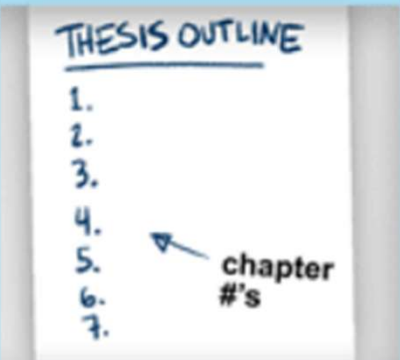
Why do we outline?



WRITING YOUR THESIS OUTLINE

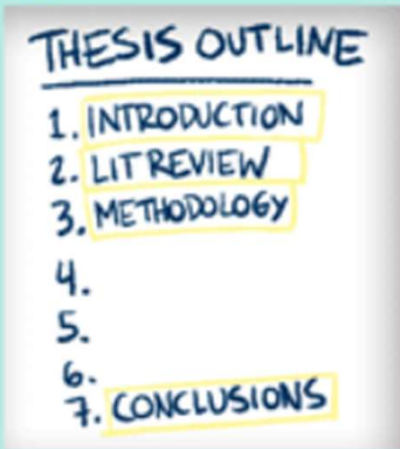
NOTHING SAYS "I'M ALMOST DONE" TO YOUR ADVISOR/
SPOUSE/PARENTS LIKE PRETENDING YOU HAVE A PLAN

STEP 1 Aim for a respectable number of chapters:



5 = "That's IT??"
6-7 = "Not bad"
8+ = "Are you crazy??"

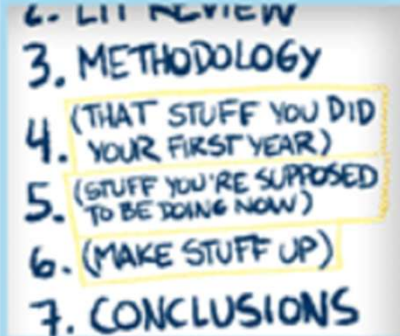
STEP 2 Fill in the "freebies":



1. INTRODUCTION
2. LIT REVIEW
3. METHODOLOGY
4.
5.
6.
7. CONCLUSIONS

You're half way done!

STEP 3 Make up titles for the "meat" chapters:



2. LIT REVIEW
3. METHODOLOGY
4. (THAT STUFF YOU DID YOUR FIRST YEAR)
5. (STUFF YOU'RE SUPPOSED TO BE DOING NOW)
6. (MAKE STUFF UP)
7. CONCLUSIONS

(It'll be years before you actually have to work on that later chapter, and by then your thesis topic will have changed anyway)

STEP 4 Voilà! You just bought yourself another two years



So, how's your thesis going?
i have an outlined!

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Why do we outline?



- Overview
- Structure
- Development of ideas
- Communication
- Organisation of thoughts
- Procrastination
- Guidance
- Limiting of thread

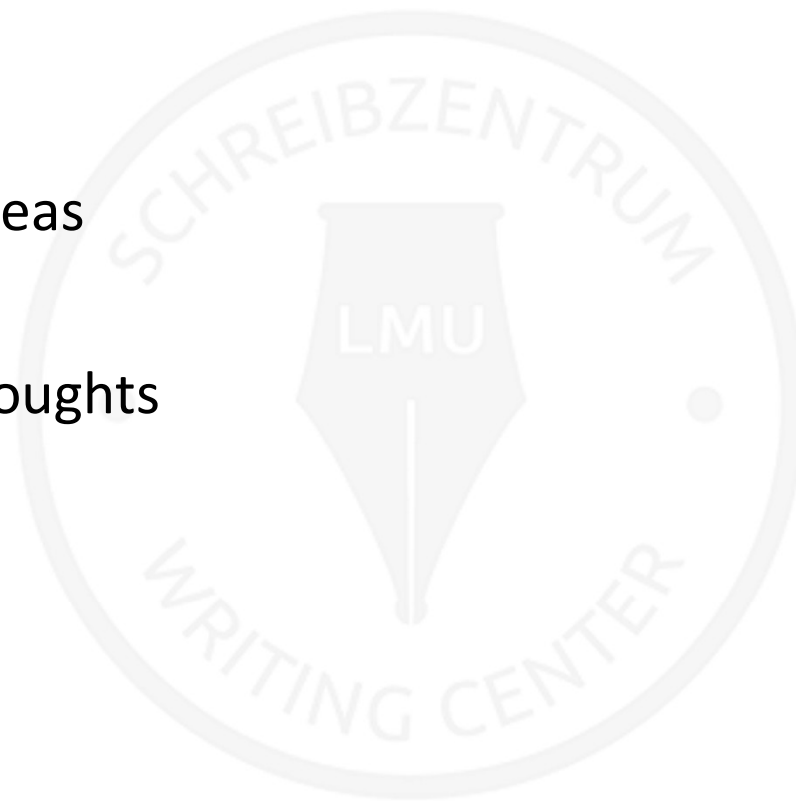


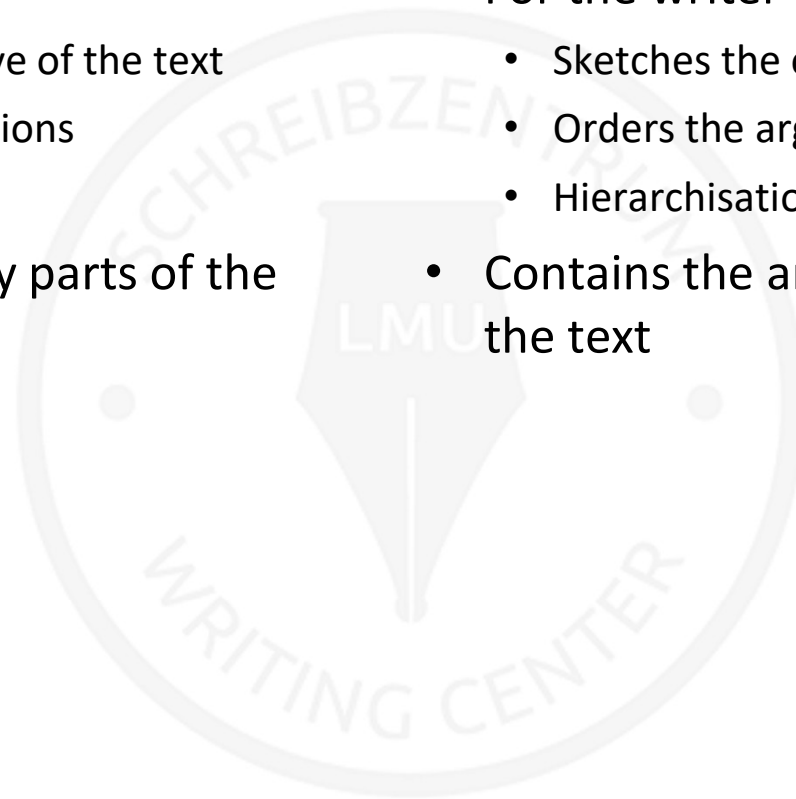


Table of Contents

- For the reader
 - Communicates objective of the text
 - Connects separate sections
 - Page numbers
- Contains the obligatory parts of the paper

Outline

- For the writer
 - Sketches the objective of the text
 - Orders the arguments
 - Hierarchisation and connection of topics
- Contains the argumentative structure of the text



Types of outlines



- **Chronological**
 - Topics are ordered based on a timeline
- **Systematic**
 - Each topic has the same importance, inherently connected
- **Hierarchical**
 - Topics have increasing/decreasing degrees of importance
- **Deductive**
 - Starts from a hypothesis, the arguments support the hypothesis
- **Inductive**
 - Starts from an observation, the arguments lead to a thesis
- **Empirical**
 - Tied to the experimental procedure
- **Comparative**
 - Alternating approach to two cases

Picking an outline



- What discipline am I writing in?
- What am I researching?
- What interest am I pursuing through my writing?
- What kind of sources am I using?
- What kind of methods am I using?
- Which strategies should I therefore implement?



Developing an outline



1. Categorization

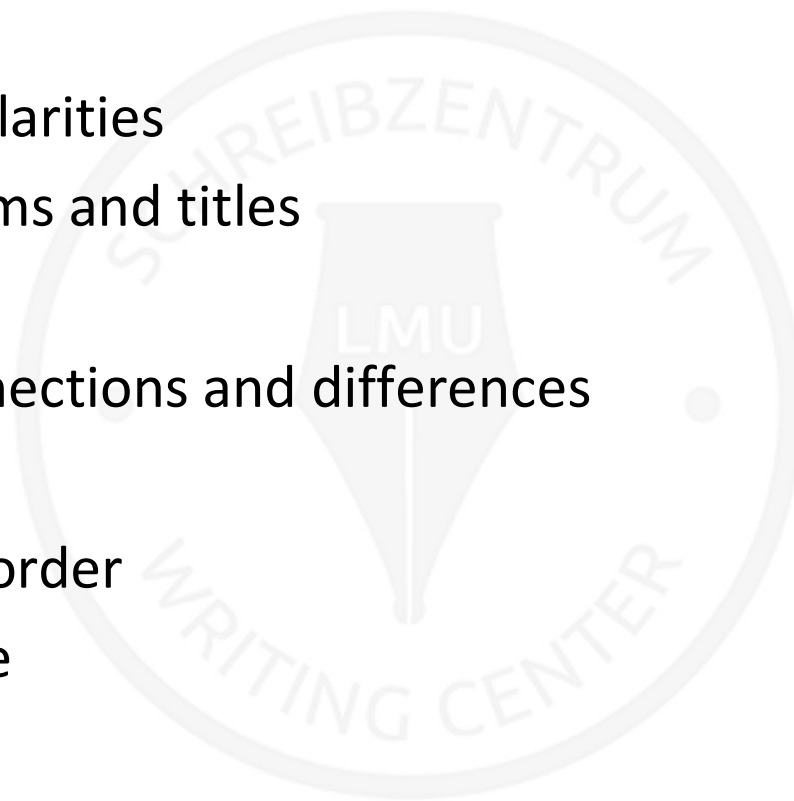
- Identifying similarities
- Developing terms and titles

2. Segmentation

- Identifying connections and differences

3. Hierarchisation

- Developing an order
- Choosing a type

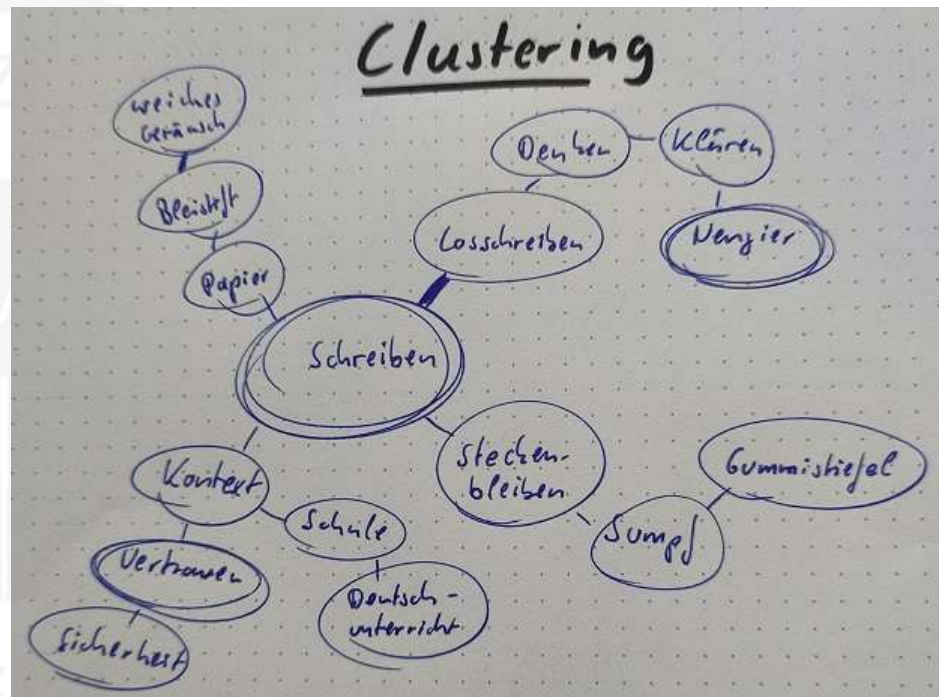


1: Categorization

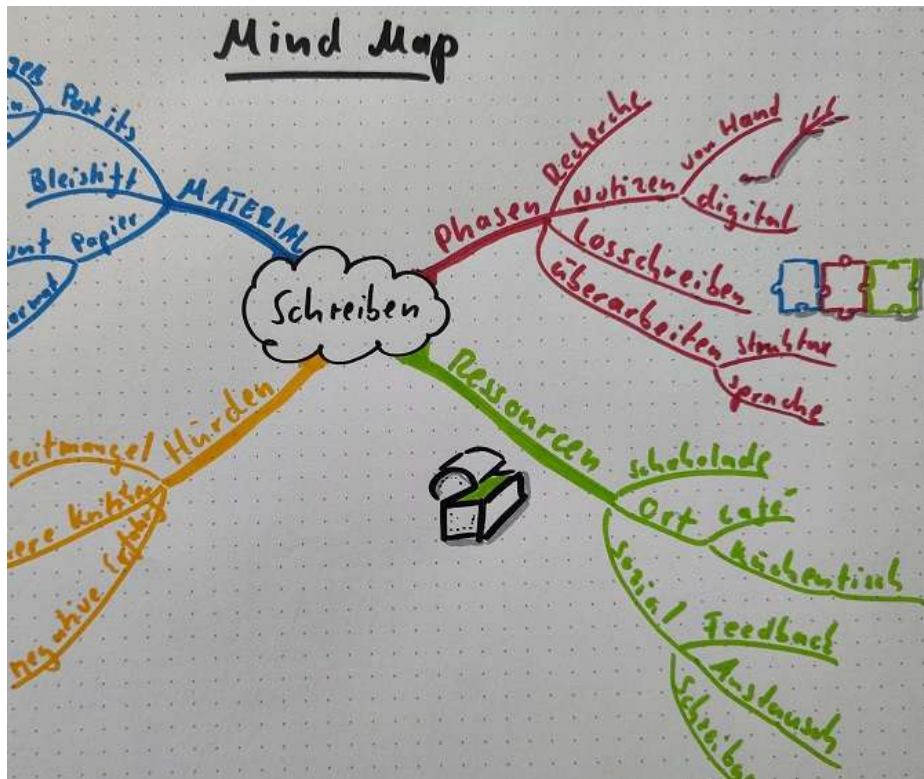


Method: Cluster [5 min]

- Use the paper you are currently working on, create a cluster of all the possible topics, discussion, ideas, methods that relate to it
- Focus on continuing an association before you jump onto the next one
- Connect different strands amongst each other



2: Segmentation



Method: MindMap [5 min]

- Take your Cluster and transform it into a MindMap
- Mind the tree-like structure
- Focus on building a hierarchy within each sub-title
- Start thinking about the type of outline you want to use
 - Chronological, systematic, hierarchical, deductive, inductive, empirical, comparative

3: Hierarchisation



Task: Preliminary Outline [5 min]

- Now that you have developed your structure, write it out as a list
- You may use numbers or bullet points
- You should have blank spaces for now
- If you have time, try to abstract the table of contents from your outline

Vorläufige Gliederung 3: Linguistik – Mehrsprachigkeits-Studie

I Forschungsgegenstand und Ziele

II Methode und Struktur

II.1 Fragefelder

II.2 Aufbau der Fragebögen

III Überlegungen zum Datenschutz

IV Probandengruppe

V Statistische Überlegungen

V.1 Klassische Testtheorie: Überlegungen zur Einhaltung der Gütekriterien

V.1.a Objektivität und Reliabilität

V.1.b Validität

V.2 Statistische Auswertung der Fragebögen

VI Ergebnisse

VI.1

VI.2

VI.3 ...

VI.x Zusammenfassung und Abgleich mit der Ausgangsfragestellung

VII Evaluation des Studienablaufs

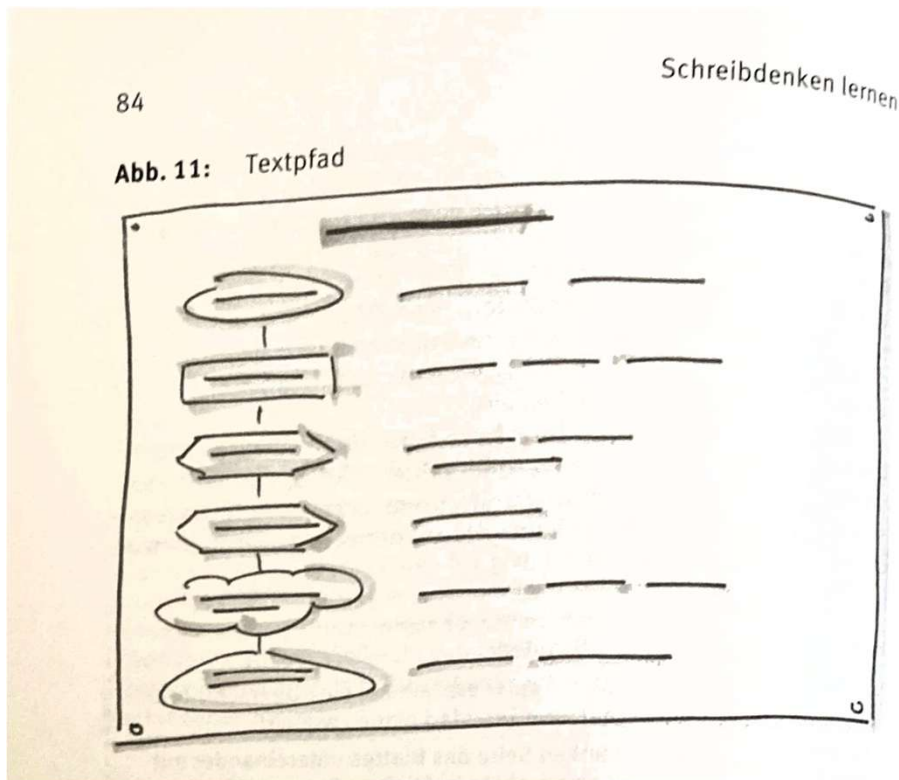
VII.1 Die Studienplanung

VII.2 Die Datenerhebung

VII.3 Die Auswertung der Daten

VII.4 Bewertung der Studienergebnisse

Pocket method: Reverse outlining



- Once you have your preliminary outline, you can start researching and drafting
- Chances are, at some point, you will learn new things and make changes
- The reverse outline is a way to double check that you are still on the right track
- It allow to create an overview and maintain your golden thread



**THANK YOU FOR YOUR TIME AND
ATTENTION**

Enjoy your writing!