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INTRODUCTION

If you could express your ideas and knowledge in writing so that others were informed or helped by your efforts, Wouldn't you feel more confident and happy about your English skills? This book is a gentle learning process designed to improve your writing skills through a pleasant and productive learning experience.

In last year's consumable textbook, you learned step-by-step how to write simple essays and research reports. You began knowing very little and gradually learned what the necessary parts of writing were to produce a good composition. You worked on your compositions a little at a time each day to produce a good composition at the end of each week. You also worked on writing for an entire school year to really help you learn the pattern of writing well. By now, the pattern for writing an essay or research report should be easy for you to remember. Almost instinctively, you should be able to write an opening paragraph, different types of supporting paragraphs, and a closing paragraph. You should also know how to write topic sentences for all types of paragraphs.

In this book, you will learn how to expand your writing abilities by learning more advanced techniques for writing essays and research reports. It is hoped that you enjoyed the many diverse topics you wrote about last year. This year, you will write about fewer topics so that you can concentrate on writing in greater detail about each one that is assigned.

Learning to write essays and research reports is an essential skill for every student. This consumable textbook will teach you how to formulate, research, organize, and prepare persuasive essays and complex, multipage research reports. The order of the elements for writing each composition has been carefully planned so that you will learn to assemble your compositions in a logical and meaningful manner. This consistent order will help you to learn the proper pattern for writing persuasive essays and multi-topic research reports.

Writing persuasive essays will also help you with test taking skills, such as the **SAT/ACT**. Not only will you have many opportunities to write essays in the future, but being able to organize your thoughts and persuade someone to your point of view will be a part of the rest of your life. If you decide to approach this study with enthusiasm and a desire to learn how to persuade, you will develop some ability to resolve areas of conflict, kind ways to approach differences of opinion, and your daily thinking will be enhanced by the organizational skills you will acquire.

This textbook contains two units. Each unit begins with a chapter covering **ETHICS SKILLS** that investigates writing according to Biblical values. Next, proper construction and composition techniques are studied to bring structure and continuity to each of your writing presentations. These techniques occur in the **WRITING SKILLS** chapters. The **GRAMMAR SKILLS** chapters cover necessary grammar rules that are presented in appropriate places to help you apply these rules when writing your compositions. Both the **WRITING SKILLS** and **GRAMMAR SKILLS** chapters also include helpful **PRACTICE** exercises.

In this book, vocabulary understanding and usage are included to encourage more accurate writing as well as for the improvement of the quality and type of vocabulary used in your compositions. Periodic quizzes are also provided to help with remembering what you learn about the countries you study.

The organization of this book and its use is important! Do not skip around or skip over assignments when, for example, you have been sick or on vacation. Work steadily from one assignment to the next, because the lessons are cumulative and the learning graduated. If you are diligent and faithful to this pattern, you will learn how to write well!