

How to write an Article.

Article Tips - The Structure of an Article

One of the most important things you can learn about writing articles is how to plan the structure of your article. When you structure an article properly, it will help the reader follow the content and it will help you get your point across more easily to the reader.

Here are the basic components of an article's structure:

- Title
- Summary
- Introduction
- Body with supporting facts
- Ending/ closing

Your title is very important because it is your first opportunity to get the reader's attention and get them read your article. The title is like a promise to the reader of what they will find within. It's essential that you fulfil your promise in the body of the article. You should write your title for the reader. You need to be sure you have a proper balance of keywords as well as genuine content that draws the reader in.

The first two to three words of your title are the most important, so it's important to get your keywords in there as close to the beginning as possible. The summary is next and this will give the reader a general idea of what your article is about in a sentence or two. It should be succinct and also enticing so the reader wants to see what else your article has to offer.

Your body should contain the supporting facts of your article. Be sure to stay on topic and not stray from the main points of your article. You should also be sure the body fulfills the promise you make in your title. This is your chance to give supporting facts to the main topic at hand.

Your ending is the closing to summarise everything you written in this article. It should neatly wrap up the points you have made in this article and close it all up neatly for your reader.

All articles must have a Heading

A good **introduction** should have a logical sentence which gives the clue to the content.

Then, each element in the topic sentences will become an independent paragraph (**the subject**)

The **conclusion** could be the opinion of the writer or a public opinion depending on the article written. The conclusion could be started by using sentences such as:

I think that.....

It goes without saying...

Eventually...

In general....

A writer will usually plan not only what they are going to write, but also how they are going to write it.

Planning

The Heading tells the reader what the article is about.

The Opening sentence, the beginning - should introduce the subject. You need to catch the reader's attention and hint at what is to come. If the beginning is weak, the Reader will lose interest and stop reading the article. The beginning of an article is crucial and must be a strong sentence or sentences.

The Middle section should present your main ideas, thoughts, arguments, actions. These can be presented in stages, sentences, paragraphs.

The Ending needs to sum up the article and/or make a final point, or bring conclusion to the story.

Sample plan for magazine article

Imagine you are writing a plan for a magazine article about fitness and health.

1. Beginning: do people need to be fit?
2. Arguments for and against
3. How diet relates to this
4. Health angle – unfit people can need more health care
5. Warning against over exercising
6. Ending: get fit and eat healthy food and you will benefit

This is an example of quite a straightforward plan. Each box contains a summary of a paragraph and they are organised in a way that steers the reader through a journey. Obviously, the more complex the issue, argument, story, and so on, the more complex the plan will be.

NB – Tutor note

Depending on the level of English required, the points and paragraphs will be simple or more complex. Fewer paragraphs will be written at the lower levels of the exam.

To Sum Up

The **beginning** should introduce the subject. The writer wants to catch the reader's attention and hint at what is to come. If the beginning is poor, the reader could lose interest quickly and stop reading.

The **middle** section presents the main ideas, thoughts, actions and so on. These will often be presented in stages or with several twists and turns of argument.

The **ending** generally sums up the piece of text, or makes a final point, or brings a conclusion to a story.

Always think about the intended readers for your article.