

ASSIGNMENT PLANNING SHEET

QUESTION / TASK:

QUESTION ANALYSIS:

INTRODUCTION:

- Background to topic/link to assignment question
- Outline structure of assignment (Idea 1, 2, 3)
- Thesis statement/main argument/viewpoint/purpose

IDEAS / KEY POINTS / THEMES

TOPIC 1:

TOPIC 2:

TOPIC 3:

CONCLUSION:

- Summarise each main/key idea
- Restate thesis
- Further implications or recommendations