**Introduction:** Write one or two sentences that introduce your topic, including a brief description of the main ideas.

**Main Ideas:** List the main ideas about your topic that you will include in your essay. There can be important facts you’d like to describe, points you’d like to explain, or elements you’d like to define.

**Supporting Details:** Write at least three details for each main idea that can further describe, explain, or define it.

**Conclusion:** Write one or two sentences that will conclude your essay. These can summarize the main ideas, describe what is important about the topic, or talk about what the reader should take away from the essay.