Choices for Elaborating in Informational Writing

When the writer wants to	Your feedback might include
Explain a fact or collection of facts	Adding your thoughts about those facts
	Comparing those facts to something else ("a dolphin pod is like a family")
	Quoting directly from a source that explains the fact
	Rephrasing the fact to clarify ("In other words")
	Adding a graphic that illustrates the fact(s), like a photo, diagram, chart, etc.
	Using an anecdote about that fact
Define content-specific words	Adding a definition inside parentheses
	Adding a definition inside commas, as an appositive
	Writing the definition in the next sentence
	Adding a graphic that illustrates and clarifies the definition
	Adding a textbox or sidebar with the definition
	Defining the words in a glossary
Create cohesion	Using transition words from paragraph to paragraph and sometimes sentence to sentence
	Designing subheadings that have similar patterns or wording
	In paragraphs, having your opening sentence and closing sentence say similar things
	Ensuring that all writing under a heading belongs there

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