

Advanced

Paragraph Writing

MANUAL



M. Imtiaz Shahid

Advanced  Publishers

Advanced Paragraph Writing Manual

M Imtiaz Shahid

Advanced Publishers

**17-11nd Floor, Muslim Centre, Chatter Jee Road.
Urdu Bazaar, Lahore
Ph. 042 35056955**

Advanced Paragraph Writing Manual

M Imtiaz Shahid

© Advanced Publishers, Lahore, 2010

ISBN 978-969-588-011-8

Rs. 300.00

All rights reserved under the Copyright Act. No part of this book may be reproduced in any form or by any means, electronic or mechanical, including photocopying, without permission in writing from the editors. All inquiries should be addressed to the authors, editors and the publishers.

CONTENTS

Ch. No.	Description	Page
PART ONE		
PARAGRAPH WRITING		
1.	Basics of Paragraph Writing	1
2.	Parts of Paragraphs	2
3.	Organization of Paragraphs	31
4.	Developing Coherent Paragraphs	45
5.	Transitional Signals	63
6.	Descriptive Paragraph	68
7.	Comparison and Contrast Paragraphs	78
8.	Cause/Effect Paragraphs	91
9.	Narrative Paragraphs	98
10.	Introductory Paragraphs	104
11.	Conclusion Paragraphs	111
PART TWO		
SAMPLE PARAGRAPHS		
(Expository and Argumentative Writing)		
1.	Knowledge is Power	116
2.	“Love Thy Neighbour as Thyself”	117
3.	Handsome is that Handsome Does.	117
4.	The Child is the Father of the Man	118
5.	Make Hay while the Sun shines	119
6.	A Stitch in Time Saves Nine	119
7.	Where there is a Will there is a Way	120
8.	Look Before you Leap	121
9.	Man is the Architect of his Own Fortune	122

10.	The Old Order Changeth, Yielding Place to New	122
11.	All that Glitters is not Gold	123
12.	Those who Live in Glass Houses should not Fling Stones at Others	124
13.	Rome was Not Built in a Day	125
14.	A Rolling Stone Gathers no Moss	125
15.	Penny-wise and Pound-foolish	126
16.	Slow and Steady Wins the Race	127
17.	The Man who Hesitates is Lost	128
18.	One Crowded Hour of Glorious Life is Worth an Age without a Name	128
19.	Appearances are often Deceptive	129
20.	Life is Action and Contemplation	130
21.	Pain: A Part of Life	131
22.	Cowards Die Many Times Before Their Death	131
23.	God Helps Those Who Help Themselves	132
24.	We are all inclined to judge ourselves by our own ideals; others by their own	133
25.	One may smile and smile, and be a villain	134
26.	Each Man is Architect of his own Destiny	134
27.	Where Ignorance is Bliss it is Folly to be Wise	135
28.	Spontaneity and Creativity as Symbols of Freedom	136
29.	The Importance of Public Opinion in a Democracy	137
30.	With What Political Science is Reflected	137
31.	Social Learning Theory	138
32.	Advertising – What is It?	139
33.	Ethics in the Age of Information	140
34.	What Does Art Teach Us?	141

35.	Islam and Crimes and Punishment	142
36	Boredom	142
37.	Anxiety	143
38.	Poverty	144
39.	Courtesy	145
40.	Interior Designing	146
41.	Importance of Industrialization	147
42.	Variety is the Spice of Life	147
43.	Do we live better than our forefathers	148
44.	Means justify the ends	149
45.	Globalization	150

IN OUTLINE

1.	As You Sow so shall You Reap	151
2.	Procrastination is the Thief of Time	151
3.	We Live in Deeds, not Years	152
4.	Where Love is There God is.	152
5.	“He Prayeth Best Who Loveth Best (or) All Things Both Great and Small”	153
6.	Conceit - the Surest Ruin of Man	153

(i) (ii) (iii) (iv) (V)