

Writing Skills: the Conclusion

How to start your conclusion:

- In conclusion,...
- To conclude,...
- To sum up,...
- To summarize,...
- In summary,...



Different expression, you can go with:

- Thus, with the above in mind,...
- Thus, it is fair to conclude that...
- In the final analysis,...

BUT not these:

- Finally
- Lastly
- all in all
- as I have discussed above



Do's and Dont's of the conclusion paragraph

Do's

- a. Keep it short
- b. Keep it simple
- c. Restate your thesis
- d. Write a conclusion

Dont's

- a. Introduce any new idea
- b. Be careful with the use of personal pronouns or phrases such as "I believe", "I think".
- c. Don't overwrite (see above: keep it short)
- d. Don't experiment with the language (see above: keep it simple)

First example

question
task

Many people believe that they have no influence on government policies and actions and that their vote, therefore, is of little significance. Consequently, they believe that voting during elections is a waste of time and energy.

To what extent do you agree or disagree with this belief?

Introduction – thesis
statement / opinion

While I agree for the most part that no individual can make a great impact through one vote, I also believe that mobilizing an entire segment of the population can make all the difference in the world.

[37 words]

Body sections - main
reasons for my opinion

Body 1: why it is in everyone's interest to vote

Body 2: the danger(s) of not voting

To conclude, no one vote on its own can change that status quo; however, every single vote can add to a collection of votes and garner a powerful tool to keep fringe elements at bay and to make politicians listen up and act.

[43 words]

Second example

question
task

As cities become more crowded and cars increasingly fill streets and highways, many people are calling for municipalities to work harder to promote public transit such as buses, trains, and subways. In many cases, though, the costs are too high or the public interest is too low.

What can municipalities do to make public transportation more attractive to residents?

What can they do to fund these public transportation systems?

Provide detailed reasons and examples to support your answer.

Two-part open-ended
question
No opinion here

No "I think" in the
introduction

Introduction – thesis
statement / opinion

As this essay will demonstrate, city officials have several options when it comes to encouraging locals to commute by bus, train, or other means, including taxing drivers, which would also finance infrastructure, as well as changing public attitudes.

Outlining your essay

Body sections - main
reasons for my opinion

Body 1: collecting fees from drivers (tolls), and spending revenues

Body 2: educate the public on the environmental risks

No "I think" in the
conclusion

In summary, a government has the power to change a city's traffic situation by altering the public's views. If the cost of driving increases sharply, people will likely choose to save time and money by taking the bus. If they also believe that the train is more enjoyable, they might want to take advantage of this opportunity.

3 sentences, 57 words

In summary, a government has the power to change a city's traffic situation by altering the public's view and by making driving less attractive. Thus, if driving becomes overly expensive and a train seems more enjoyable, people are more likely to take advantage of these public systems.

2 sentences, 47 words