Follow this format:

 I. Intro

 A. Attention-getter

B. Thesis statement

C. Preview of main points II. Body

 A. First Main Point B.

Second Main Point C.

Third Main Point III.

 Conclusion A.

 Review of main points B.

Restatement of thesis C.

 Call to Action (Tell us specifically what you want us to do)

 D. Clincher

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