Read the paragraphs below and do the following:

A. Underline the topic sentence. Circle the topic.
B. Cross out any sentence that doesn’t belong in the paragraph.
C. Put a box around or highlight the transitional words and phrases.
D. Name the order of organization used. (chronological, spatial, emphatic, cause and effect, compare/contrast)

1.) Inserting a contact lens is a simple process. First, take the lens out of the fluid it is stored in and rinse it off. Next, place the cleaned lens on the tip of your right index finger. Check the edge of the lens to make sure the lens hasn’t turned inside out. It should look like the top of an opened umbrella. Using your left index finger, pull down gently on your lower right eyelid to expose more of the white of the eye. Then, carefully place the lens over the iris, or colored part, of your eye. Once a fly flew right into my eye. Blink once to make sure the lens is securely in place. If you can see clearly through that eye, repeat these steps for your other eye.

Order of organization: ______________________________

2.) Teeth have three important jobs. First, they chew. They break food into small pieces and make it easier to swallow. Teeth are for talking, too. Front teeth help people say special sounds like the *th* in “toothbrush.” In addition, teeth also help support the muscles around the mouth. They help to give a face its shape. Sometimes I don’t even remember to brush my teeth at night.

Order of organization: ______________________________

3.) Yesterday I had one of those days that made me wish I’d stayed in bed all day. I was trying to make up some lost time on the highway because I was running late. I drive a beat-up Ford Pinto. After about five minutes or so, I looked in my rear-view mirror and suddenly saw flashing blue lights. The CHP officer pulled me over and then asked for my license and registration. I handed her my registration, but when I reached for my wallet where I keep my license, I realized that I had left it on the kitchen table. I am always forgetting things! After she listened to my story, she smiled and handed me a ticket for $75 for speeding. Then she told me that if I didn’t show up at the state police station within an hour, she would double the fine.

Order of organization: ______________________________

4.) It takes a week to make a jelly bean. First, a mixture of water, cornstarch, sugar, and corn syrup is made. Flavorings are added and the mixture is cooled and poured into tiny molds. After the centers harden, they are given a steam bath and a sugar shower. I went to the Jelly Belly Factory over the summer. Then colored syrup is poured over each center and allowed to harden into a shell. Last, the shell is polished. Seven days have gone by and the jelly beans are finally ready for eating.

Order of organization: ______________________________

5.) Lantern fish live near the bottom of the ocean where it is very dark, so they carry their own lights. The lights look like tiny glowing pearls. They are called photophores. A lantern fish can flash its photophores on and off. A lantern fish gives off enough light to light up a dark room.

Order of organization: ______________________________
6. The first truly poor person I had ever met was Mrs. Syfers, an old lady who lived on my street. My mother used to send me to pick up groceries for her. Her kitchen was so bare I used to feel like crying when I went in there. Against the back wall was an old folding chair. The seat was torn and faded, with the stuffing leaking out of one corner. In front of the chair was a rusty, white enameled snack table. Over the table a single, bare light bulb hung from the ceiling. Above the refrigerator were four built-in cabinets with glass doors. Two of the panes were cracked and patched with masking tape. Mrs. Syfers kept her grocery money in an old coffee can inside of the far left cabinet. In the other cabinets and in the refrigerator, there was never any food, not even a box of crackers.

Order of organization: _____________________________________________________________

PART II: In each group of sentences below, a topic sentence is followed by three sentences which develop the topic but are not in logical order. For each one, please do the following: 1) Number the sentences in the order that they should appear in the paragraph, and 2) Put a box around or highlight the transitional words and phrases.

7. T.S.: I'll never forget the last two minutes of Sunday's football game.
   _____ A. They failed to get the extra point, but they won 28 to 27.
   _____ B. The Turtles were leading the Burros 27 to 22
   _____ C. The Burros's quarterback threw a fifty-three-yard pass to the left end who scored a touchdown.
   _____ D. The Burros had the ball.

8. T.S.: In order to study effectively, there are several steps which the student should take.
   _____ A. After you sit down, adjust the light or chair so that your books or papers are not in a shadow.
   _____ B. To start, get all the books and supplies you will need.
   _____ C. Then find a quiet place where you will not be disturbed.
   _____ D. Make sure it provides a comfortable chair and desk or table at a suitable height.

9. T.S.: The life cycle of the butterfly is an interesting one.
   _____ A. The eggs hatch into caterpillars which have enormous appetites and soon become too large for their skins.
   _____ B. In the next stage of life, the caterpillars become pupas, covered with a case of hard skin.
   _____ C. First the female butterfly lays her eggs on or near the kinds of plants her young will need for food.
   _____ D. When the pupa inside has turned into a butterfly, the skin splits open and the butterfly is released.

10. T.S.: Stories about once-discovered gold or buried treasure keep weekend prospectors retuning to fabled sites.
    _____ A. Of course, that doesn't stop people from continuing to search for it.
    _____ B. According to the story, one of the old prospectors hid his share in a washtub in the vicinity of Hill City, South Dakota.
    _____ C. Despite repeated attempts by modern-day prospectors, no one has found a trace of the washtub or the gold.
    _____ D. A typical tale tells about two prospectors who struck it rich in 1879.