

LESSON 10 • OUTLINING SKILLS

Textbook Page 10

ADDING DETAILS

Three-Tier Outlining (Adding Details): Suppose you wish to take more detailed research notes. Under subtopic “B. *Prairie dogs*”, we add **DETAILS** (1 and 2) to explain how they construct their homes. Notice that Arabic numerals (1., 2.) are indented two spaces under the subtopic text!

Animal Homes**I. Caves**

- A. Mountain lions
- B. Rocky Mountain goats

II. Underground

- A. Fox
- B. Prairie dogs
 - 1. Dig mine shafts 14' deep
 - 2. Build horizontal tunnels from shaft

III. Underwater

- A. Salmon
- B. Male sticklebacks

IV. Trees

- A. Squirrels
- B. Skunks

 MASCOT TUTOR TIP**How Details Work:**

Details support a specific subtopic. If you have detail 1, you must also have detail 2!

- **Level 1:** Roman numerals (I, II, III, IV) = Main Topics
- **Level 2:** Capital letters (A, B) = Subtopics
- **Level 3:** Arabic numerals (1, 2) = Details

Rule: Indent details two spaces beneath the first letter of the subtopic!

Practice Exercise: Prove the Outline by Filling in the Blanks

6 Sentences • 14 Blanks • 20 Points

1. Animal homes can be in _____, _____, _____, and in _____.
2. Animals which make their homes in caves are _____ and _____.
3. Animals which make their homes underground are _____ and _____.
4. The prairie dogs make their homes underground and _____ and _____.
5. Animals that make their homes underwater are _____ and _____.
6. Animals which make their homes in trees are _____ and _____.

LESSON 10: ADDING DETAILS

Pedagogical Purpose & Three-Tier Hierarchy:

Lesson 10 completes the elementary outlining curriculum by introducing the third level of the hierarchy: **Details (Arabic numerals 1, 2)**. Students discover that details are subordinate to subtopics just as subtopics are subordinate to main topics. By filling in the synthesis sentences, students mentally prove that the entire 3-tier structure translates directly into fluent, informative paragraphs.

Verified Model Proof Sentences: ANIMAL HOMES

✓ Standard Model

Sentence 1 (Main Topics I–IV / 4 pts):

- “Animal homes can be in **caves, underground, underwater**, and in **trees**.”

Sentence 2 (Topic I Subtopics / 2 pts):

- “Animals which make their homes in caves are **mountain lions** and **Rocky Mountain goats**.”

Sentence 3 (Topic II Subtopics / 2 pts):

- “Animals which make their homes underground are **fox** (foxes) and **prairie dogs**.”

Sentence 4 (Topic II Details 1 & 2 / 6 pts):

- “The prairie dogs make their homes underground and **dig mine shafts 14’ deep** and **build horizontal tunnels from shaft**.”

Sentence 5 (Topic III Subtopics / 2 pts):

- “Animals that make their homes underwater are **salmon** and **male sticklebacks**.”

Sentence 6 (Topic IV Subtopics / 2 pts):

- “Animals which make their homes in trees are **squirrels** and **skunks**.”

Teacher Diagnostic & Evaluation Notes:

- **Hierarchy Rule:** Emphasize to students that you cannot have a “1” without a “2”. Sub-details always occur in groups of two or more.
- **Detail Formatting:** Arabic numerals are followed by a period (1., 2.). Only the first word is capitalized (*Dig, Build*). No end punctuation is used.
- **Plural Flexibility:** In Sentence 3, accept either “fox” (as written in the scan) or natural plural “foxes”. Both demonstrate complete conceptual comprehension.

Scoring Guide (Total: 20 Points):

- **Sentence 1 (4 pts):** 1 pt for each main topic (caves, underground, underwater, trees).
- **Sentences 2, 3, 5, 6 (8 pts):** 1 pt per subtopic animal (8 subtopics total).
- **Sentence 4 (6 pts):** 3 pts per prairie dog construction detail (2 details total).
- **Conventions (2 pts):** Proper capitalization, correct spelling, and punctuation.

Full 3-Tier Hierarchy:

- I. Main Topic (Roman numeral)
 - A. Subtopic (Capital letter)
 1. Detail (Arabic numeral)
 2. Detail (Arabic numeral)