



STUDYDADDY

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The Purdue OWL: Sample Outlines

Alphanumeric Outline

THE COLLEGE APPLICATION PROCESS

I. CHOOSE DESIRED COLLEGES

- A. Visit and evaluate college campuses
- B. Visit and evaluate college websites
 - 1. Look for interesting classes
 - 2. Note important statistics

II. PREPARE APPLICATION

- A. Write personal statement
 - 1. Choose interesting topic
 - a. Describe an influential person in your life
 - (1) Favorite high school teacher
 - (2) Grandparent
 - b. Describe a challenging life event
 - 2. Include important personal details
 - a. Volunteer work
 - b. Participation in varsity sports

B. Revise personal statement

III. COMPILE RÉSUMÉ

- A. List relevant coursework
- B. List work experience
- C. List volunteer experience
 - 1. Tutor at foreign language summer camp
 - 2. Counselor for suicide prevention hotline

Full Sentence Outline

- I. Man-made pollution is the primary cause of global warming.
 - A. Greenhouse gas emissions are widely identified by the scientific community to be harmful.
 - 1. The burning of coal and fossil fuels are the primary releasers of hazardous greenhouse gases.

Full sentence outlines are often accompanied with an APA reference list on a separate page. Quotes within the outline must also utilize APA in-text citations.

Decimal Outline

- 1.0 Choose Desired College
 - 1.1 Visit and evaluate college campuses
 - 1.2 Visit and evaluate college websites
 - 1.2.1 Look for interesting classes
 - 1.2.2 Note important statistics



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