

## 5 Steps to Plan Your Article Before You Start to Write

#1. What is your purpose or goal?

- To give or explain information
- To persuade with your opinions
- To share ideas, thoughts or concepts

#2. Who is your article for? This is likely a subset of your target market.

#3. What is the topic? Write a one-line description.

#4. Do you need to research? What do you need to know and how can you find out? List possible sources.

#5. What main points do you want to make? List only 1-3 ideas.