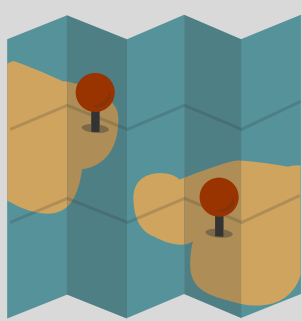




# HELP YOUR WRITING “FLOW”

“Flow” refers to a document's cohesion—the extent to which elements work together to achieve a single, unified goal. To enhance the cohesion of your document, consider the following elements.

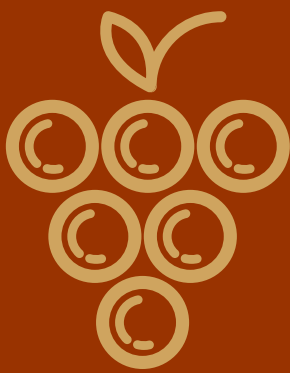
## PATTERNS OF ORGANIZATION



### Guide Readers.

The order of information suggests a relationship between and among details. Adopting one or more recognized patterns of organization gives readers a roadmap to follow the discussion.

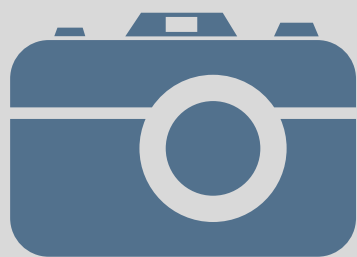
## TOPIC CLUSTERS



### Minimize Bounce.

Groups of information synthesize and concentrate details. Clustering elements according to topics and subtopics helps readers quickly register, evaluate, and understand ideas.

## GRAMMATICAL SUBJECTS



### Stay Focused.

The grammatical subject designates the focus of a sentence. Maintaining a consistent grammatical subject throughout a paragraph, a section, or even an entire document keeps the discussion on topic.

## COHESIVE DEVICES



### Show Connections.

Transitions and other discourse markers link information, showing where and how ideas are connected. Using cohesive devices helps readers see and understand relationships as the writer does.