

Reference 79: Sample Table of Contents

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Reference 80A: Outline Information

Outline Guide

Title

- I. Introduction**
- II. Main Topic** (First main point)
 - A. Subtopic** (Supports first main point)
 - 1. Details** (Supports subtopic)
 - 2. Details** (Supports subtopic)
 - B. Subtopic** (Supports first main point)
 - C. Subtopic** (Supports first main point)
- III. Main Topic** (Second main point)
 - A. Subtopic** (Supports second main point)
 - B. Subtopic** (Supports second main point)
- IV. Main Topic** (Third main point)
 - A. Subtopic** (Supports third main point)
 - B. Subtopic** (Supports third main point)
- V. Conclusion**

Sample Outline

Chores at Home

- I. Introduction
- II. Inside chores
 - A. Keep bedroom clean
 - 1. Make bed
 - 2. Hang up clothes
 - B. Empty trash
 - C. Wash dishes
- III. Outside chores
 - A. Mow lawn
 - B. Wash car
- IV. Miscellaneous chores
 - A. Clean garage
 - B. Clean shed
- V. Conclusion