

Written Discussion

A written discussion examines all sides of an issue. A conclusion is reached based on the weight of the evidence supplied.

Orientation

Optional. May include background information and preview of the issue.

Issue

State the issue

Arguments for

Arguments may include elaborations, evidence and examples to support the positions taken.

Arguments against

Arguments may include elaborations, evidence and examples to support the positions taken.

Recommendation

Usually includes a proposed course of action, based on the weight of the evidence.