

Division and Classification Essay Outline Template (2025)

I. Introduction

- **Hook:** Introduce the broad topic and why it requires organized analysis.
- **Context:** Briefly explain the complexity of the topic.
- **Thesis Statement:**
“This essay divides the topic into major parts—[Part A], [Part B], and [Part C]—and classifies key elements within each part to show how they function and relate.”
- **Preview Sentence:** Outline both the division and classification structure the essay will follow.

II. Division of the Main Topic (First Level of Organization)

Explain how the broad topic breaks into its **major parts**.

A. Part 1: [Name of First Division]

- Define the part.
- Explain why it is a major component of the whole.

B. Part 2: [Name of Second Division]

- Define the part.
- Explain its purpose or role.

C. Part 3: [Name of Third Division]

- Define the part.
- Explain how it fits into the overall structure.

(Add more parts if needed.)

III. Classification Within Each Division (Second Level of Organization)

For each major part, classify specific items into categories.

A. Part 1 — Classification

1. Category 1

- Definition
- Examples
- Explanation

2. Category 2

- Definition
- Examples
- Explanation

3. Category 3

- Definition
- Examples
- Explanation

B. Part 2 — Classification

Repeat the same structure for the second division.

1. Category 1

2. Category 2

3. Category 3

C. Part 3 — Classification

Repeat again for the third division.

1. Category 1

2. Category 2

3. Category 3

IV. Synthesis Section

- Show how the **major parts (division)** relate to each other.
- Show how the **categories (classification)** within parts support the overall topic.
- Highlight connections, contrasts, or patterns.

V. Conclusion

- Summarize how division clarified the main structure of the topic.
- Summarize how classification revealed meaningful relationships within each part.
- Re-emphasize the value of using both analytical approaches together.
- End with a final insight about the topic's complexity, function, or significance.