



WRITING a PROCESS ESSAY

In today's day and age, you must have read a hundred process essays. You can find dozens of tutorials and recipes for almost anything on the internet nowadays, and they are a type of process essay, too. Process essays also go under the "How-to articles" title and aim to teach the target audience how to achieve certain goals or complete specific assignments.

In a process essay, you describe a process. Many processes (e.g., how to cook a dish) have a sequence of chronological actions or steps that are typically done in a specific order. Some processes (e.g., How to improve your public speaking skills) do not have a specific sequence of actions that must be followed. These processes may be more like a list of advice.

So, look at it like this. In the case of "How to quit smoking" process essay, your primary goal is to provide several helpful ways of quitting this habit. These might be evidence-based recommendations if you have experience in this area, or simply common-sense ideas. Your readers must be able to follow your guidance successfully. So, split the process into small steps, keep it short and to the point at each stage.

For instance, in a "How to quit smoking" process essay, you can split the whole process into several steps:

- Set a quit day.
- Identify your triggers.
- Find a replacement.
- Seek support.
- Stay strong and reward yourself.

OUTLINE of a Process Essay

A process essay follows typical essay organization with *an introduction paragraph, body paragraphs, and a concluding paragraph*.

INTRODUCTION PARAGRAPH: Your introduction paragraph provides some background information about the topic. At the end of your introduction paragraph, write your thesis statement. The thesis statement may state the purpose of your process, give the result of your process, or even list the steps.

e.g.

Quitting smoking is a challenging but rewarding process that requires determination, planning, and support. Smoking affects your health, finances, and overall well-being, so giving it up is one of the best decisions you can make. Although it may seem difficult at first, with the right approach, anyone can succeed. **Here is a step-by-step guide to help you break the habit.**



Thesis Statement Phrases and Examples for Process Essays

This essay explains how to...	This essay explains how to prepare for a successful job interview by researching the company, practicing common questions, and using confident body language.
The process of ____ consists of several steps, including...	The process of growing a small business consists of several steps, including market research, strategic planning, and customer engagement.
To successfully ____, one must follow a series of essential steps.	To successfully learn a new language, one must follow a series of essential steps, such as regular practice, cultural exposure, and effective use of learning tools.
Achieving ____ requires a structured process that involves...	Achieving good time management requires a structured process that involves setting clear goals, prioritizing tasks, and eliminating distractions.
Understanding how to ____ can make the process more efficient.	Understanding how to write an academic essay can make the process more efficient by helping students organize their ideas, develop clear arguments, and revise their drafts effectively.
This step-by-step guide will help you...	This step-by-step guide will help you create a personal budget by tracking expenses, setting spending limits, and saving for future needs.
In order to ____, it is necessary to...	In order to cook a healthy meal, it is necessary to choose fresh ingredients, use balanced recipes, and apply healthy cooking methods.
A well-organized ____ requires following key steps (such as...)	A well-organized fitness routine requires following key steps (such as setting fitness goals, creating a workout plan, and maintaining consistency).
The key to ____ lies in following a few essential steps...	The key to building strong study habits lies in following a few essential steps, including setting a study schedule, using effective note-taking techniques, and reviewing material regularly.
To complete ____ effectively, one must...	To complete a home renovation project effectively, one must plan the budget, hire skilled professionals, and monitor the progress carefully.
Mastering ____ requires going through specific stages, including...	Mastering the art of public speaking requires going through specific stages, including overcoming fear, practicing delivery, and engaging the audience effectively.
Learning how to ____ can greatly improve...	Learning how to manage stress can greatly improve both mental and physical well-being, leading to a more balanced and productive life.
Knowing how to ____ is essential for...	Knowing how to write a professional email is essential for clear communication in academic and workplace settings.



OR

This essay explains how to...

The process of ____ involves several key steps, including...

To successfully ____, one must follow a series of essential steps.

Achieving ____ requires careful planning and step-by-step execution.

Understanding how to ____ can make the process easier and more efficient.

In order to pass the TOEFL, one is supposed to ...

When upgrading your phone, you **should** / **need**...

Practice:

Write a thesis statement for a process essay on each of these essay topics. Use variety of sentence patterns.

1. **Topic:** How to write an essay

Thesis statement:

2. **Topic:** The best way to lose weight

Thesis statement:

3. **Topic:** How to pack for a weekend trip

Thesis statement:

4. **Topic:** How to quit smoking

Thesis statement:

BODY PARAGRAPHS: Your body paragraphs should describe the steps of your process. You will typically need a body paragraph for each step in your process.

However, it is okay to group steps together into a more general step. For example, the writing process has many small steps (brainstorming, choosing a topic, brainstorming about your topic, making an outline, drafting, etc.) that can be divided into three general steps: prewriting, writing, and revising. You can group steps together if needed.

CONCLUDING PARAGRAPH: You can start your concluding paragraph by restating your thesis or reviewing why the process is important. You can summarize the main steps in the process without the details. You can also end with a closing statement that in some way makes a prediction, suggestion, opinion, or asks a question. Many process essays end by suggesting that readers try the process for themselves.



Here is the completed essay:

How to Quit Smoking?

Quitting smoking is a challenging but rewarding process that requires determination, planning, and support. Smoking affects your health, finances, and overall well-being, so giving it up is one of the best decisions you can make. Although it may seem difficult at first, with the right approach, anyone can succeed. **Here is a step-by-step guide to help you break the habit.**

First, set a quit date. Choose a specific day when you will stop smoking completely. This gives you time to prepare mentally and physically. Mark the date on your calendar as a reminder of your goal.

Next, identify your triggers. Smoking is often linked to habits or emotions, such as drinking coffee, feeling stressed, or socializing with certain friends. Keep a diary for a week to understand when and why you smoke. This will help you avoid or manage these situations.

Then, find a replacement for cigarettes. Many people find it helpful to chew gum, eat healthy snacks, or take deep breaths when they feel the urge to smoke. Exercise is also a great way to reduce cravings and improve your mood.

Additionally, seek support. Tell your friends and family about your decision to quit and ask for their encouragement. You can also join a support group or talk to a doctor for advice. Nicotine replacement therapy, such as patches or gum, can make the process easier.

Finally, stay strong and reward yourself. Quitting smoking is a long journey, and there may be setbacks. Don't give up! Celebrate small victories, like one smoke-free day, and treat yourself to something special.

In short, by following these steps and staying committed, you can successfully quit smoking and enjoy a healthier, happier life. Your body will heal, your energy will increase, and you'll feel proud of overcoming such a challenging habit. Quitting also saves money and improves your overall well-being, allowing you to focus on what truly matters. With determination and support, you can create a brighter, smoke-free future.



	Checklist For Your Essay	✓
Introduction	Does the introduction provide the general information a reader needs in order to understand the topic?	
	Does the introduction end with an effective thesis? Does it match the style of the essay?	
Body Paragraphs	Do each of the body paragraphs begin with an effective topic sentence?	
	Are the body paragraphs sequenced in a logical order?	
	Do the supporting sentences support the topic sentence?	
	Are the supporting sentences sequenced in a logical order? (if appropriate)	
	Is there enough development? Are there more details or examples that would help the reader?	
Conclusion	Does the conclusion paragraph restate/summarize the essay?	
	Does the conclusion paragraph have a suggestion, prediction, or opinion at the end?	
General Writing & Techniques	Are your ideas well-organized and easy to follow?	
	Are facts, examples, or logical reasoning used effectively?	
	Are transitions used to connect ideas smoothly?	
	Is grammar, spelling, and punctuation correct?	



Sample Process Essay 1:

Topic: How to apply for the Erasmus Program

A Ticket to New Experiences

The Erasmus Program is a fantastic opportunity for students to study or work in another European country, promoting cultural understanding and personal development. Applying for the Erasmus Program requires careful planning and attention to detail. *This essay provides a simple guide on how to apply for this life-enriching experience.*

The first thing you should do is to choose the right program for yourself. For this, you can start by researching European universities that match your academic interests and preferences. To get more information on each program, you will have to visit its websites and study them more carefully to make sure the programs you intend to apply meet your expectations. You should also look into available courses, language of instruction, and the reputation of the institutions. Consider location and culture too, as they are essential aspects of your experience.

As a second step, you need to meet certain criteria to be eligible for the Erasmus Program. Check with your school to find out what they are. This might include academic requirements and language skills. Your advisor can guide you in understanding these criteria and tailor your application accordingly.

Once the research is completed and required criteria are met, the application journey begins. The application process involves careful organization. Gather important documents such as academic transcripts, a statement explaining why you want to go, strong letters of recommendation, language certificates (if needed), and a well-structured CV. It is very important to follow the instructions from your school and the Erasmus Program carefully to ensure your application is complete.

In short, Erasmus is an amazing chance to learn and experience new cultures. By picking the right place, meeting the requirements, and applying step by step, you're setting yourself up for an exciting journey. Remember, Erasmus is about more than just studying; it's about making friends and growing personally. Embrace it, and let it shape a brighter, broader future for you.

Taken and adapted



Sample Process Essay 2:

Topic: How to become a successful blogger

Show Yourself

In today's digital age, blogging has become a powerful way for people to share their ideas and creativity with the world. However, success in blogging requires more than just setting up a blog and writing. **This essay aims to outline key steps to become a successful blogger: focusing on finding a niche, creating attractive content, using effective promotion strategies, and maintaining a steady flow of posts.**

To start your blogging journey, as a first step, you need to decide what you want to write about. This is called “finding your niche”. Your niche is your special area of expertise or interest. To find your niche, think about what you're passionate about or knowledgeable in. It's important because it helps you focus on your content and attract the right audience. You can do some research to identify popular niches and understand your target audience's preferences. When you choose a niche, you can position yourself as an authority in that area and attract a dedicated group of readers.

Once you've found your niche, it's time to start creating content. Your content should be well-researched, interesting, and helpful to your readers. Use images, videos, and other media to make your content more engaging. Writing in a clear and enjoyable style is important too. But remember, it's not just about one great post. Consistency is key. You need to keep publishing new content regularly to keep your readers coming back.

Creating great content is just the start; next, you need to effectively promote your blog to reach a wider audience. For this, you can use strategies like search engine optimization (SEO), social media marketing, and email marketing to drive traffic to your blog. Engage with your audience on social media, respond to their comments, and collaborate with other bloggers. Networking and building relationships can help increase your blog's visibility and bring in more readers.

As a result, success as a blogger is achievable by following these steps: find your niche, create great content, and promote your blog effectively. These steps are crucial for anyone who wants to make it in the blogging world. It might take time, but with dedication and a love for what you do, you can build a meaningful blogging career. So, if you're dreaming of becoming a successful blogger, start by finding your niche and take it from there. Happy blogging!