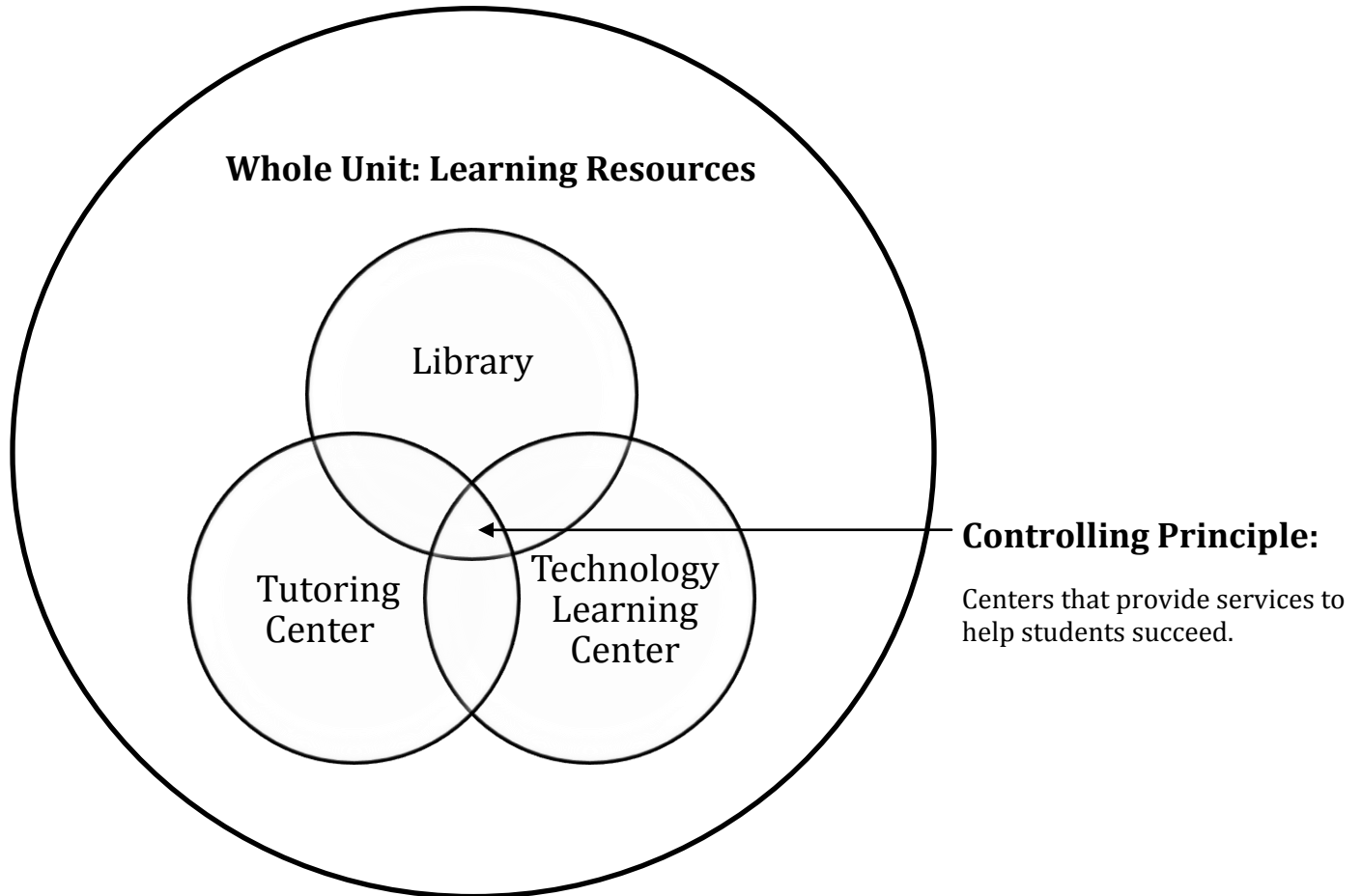


Analysis by Division



Analysis by division is used to carefully examine a topic, or a subject. The important point to remember is that a writer will begin analysis by looking at the subject as a **whole unit**. Next, consider how the unit might be divided into smaller **components, elements, parts, kinds, areas, stages, or types**. Brainstorm lots of ideas – more than will be needed for the final writing assignment. Cluster similar ideas together. Do some ideas overlap? Are the ideas interrelated? In what way?

For example: Learning Resources at Bucks County Community College is a whole unit or department on campus. Within the department are individual service centers such as the Library, the Tutoring Center, and the Technology Learning Center. The Library has books that students can use, and so does the Tutoring Center. The Technology Learning Center assists students who are having problems with logins and passwords, while a tutor can help a student access their online math course. What is going on in all these service centers? Ask questions. *Do all the centers, perhaps, provide services that help students succeed?* Answering the question will help to develop the **controlling principle** that sets the parameters of the writing assignment.

Topic/Unit: _____

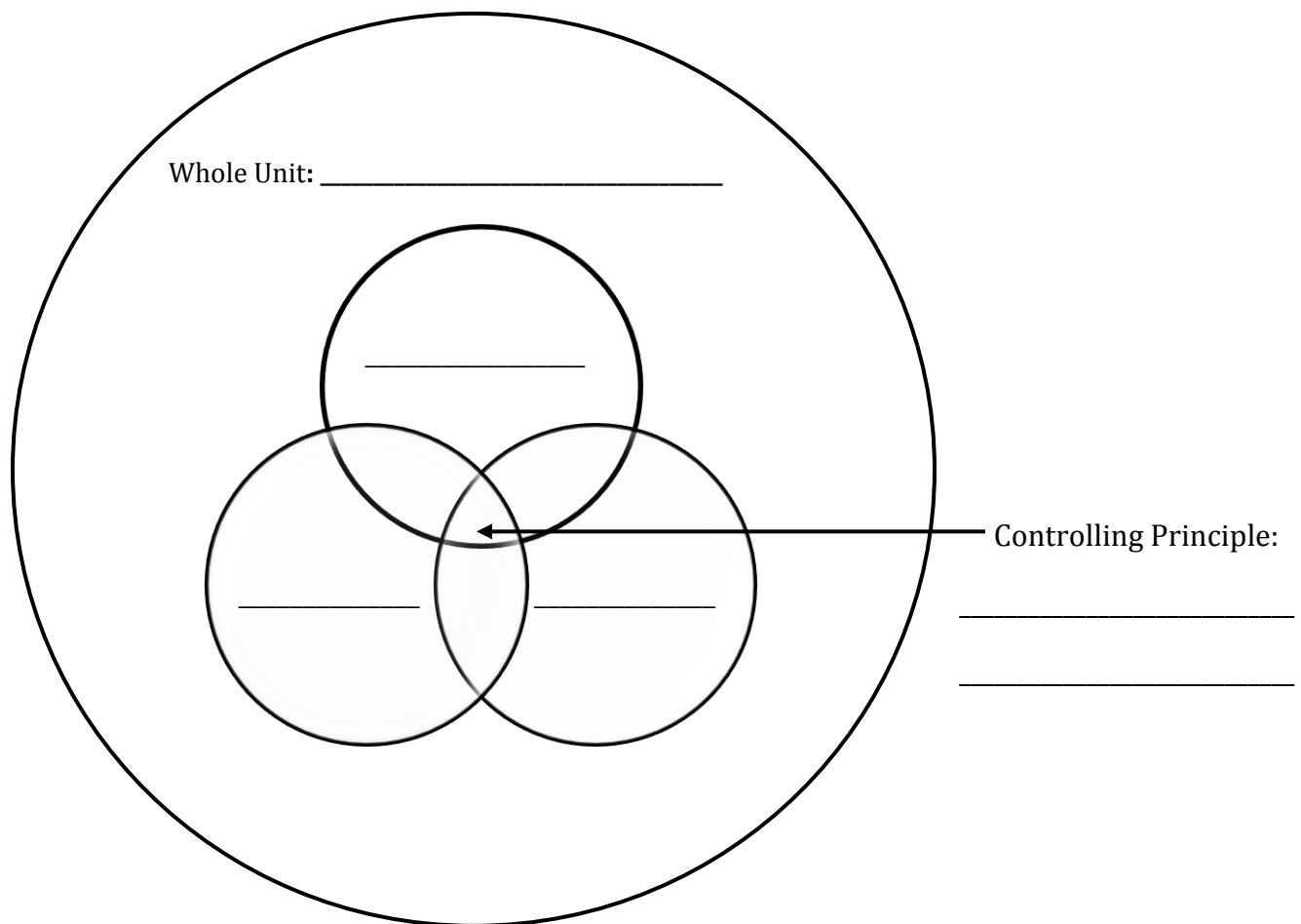
Examine and list the parts of the unit: _____

Parts that share a common relationship:

1. _____ 2. _____ 3. _____

Principle: _____

Topic sentence: _____



****Remember to ask yourself about the relationship between the parts of the unit. Doing so will help you determine the overall principle that connects the parts.****