

Signal words

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Continuation Words

These words work as signals; this means that there are more ideas to come.
These words occur within sentences not at the beginning.

and	also	another
again	and finally	first of all
furthermore	in addition	more
moreover	next	one reason
other	secondly	similarly
too	with	

Change-of-direction Words

These words mean: 'Watch out—we are changing direction of the argument'
These words occur within sentences not at the beginning.

although	but	conversely
despite	different from	even though
however	in contrast	instead of
the opposite	on the contrary	on the other hand
rather	still	yet
while	though	

Sequence Words

These words indicate that there is an order to the following ideas/discussion/description.

first, second, third	A,B,C
in the first place	for one thing
then	next
before	now
after	while
into	until
last	during
since	always
later	earlier

Illustration Words

These words let the reader know that an example will follow.

for example	specifically
for instance	to illustrate
such as	focussing on
in the same way	including

Emphasis Words

These words and phrases signal that the information provided is important.

a major development	importantly
a significant factor	most of all
a primary concern	most noteworthy
a key feature	the basic concept
a central issue	It should be noted
a distinctive quality	the critical criteria
above all	the main value
especially relevant	the crux of the matter
important to note	the principal item

Cause, Condition or Result Words

These words indicate that an explanation is following.

because	if	of
for	from	so
while	then	but
that	until	since
as	whether	in order that
so that	therefore	unless
yet	thus	due to
resulting from	consequently	

Spatial Words

These words demonstrate the direction of the argument.

between	on	by
here	there	left
right	these	close to
near	this	side
middle	beside	about
under	away	in front of
across	into	behind
toward	beyond	above
below	opposite	upon
outside	inside	alongside
over	out	far
in	adjacent	near
next to		

Additional and Contrast Words

These words occur within sentences not at the beginning.

and	or	also
too	best	most
either	less	less than
more than	same	better
even	then	half
much as	like	analogous to
but	though	still
yet	however	although
opposite	rather	while
different from		

Conclusion Words

These words indicate the end of a discussion.

as a result	consequently
finally	therefore
from this	in conclusion
in summary	hence

Fuzz Words

The idea is not definite, or the author wishes to qualify a statement.

almost	if	purported
maybe	could	suggested
except	should	alleged
nearly	might	reputed
probably	may	assumed
possibly	implies	indicated
some	seems	supposed

Emphasis Signals

These are graphic formatting words that highlight specific words, ideas or sections.

<u>Underline</u>	Numbered points (1, 2, 3)
<i>Italics</i>	Short sentence:
• Bullet point	Bold type
Indentation of paragraph	“Quotation marks”
Graphic illustrations	1.2 Subheading