

An outline is a hierarchical way of organizing and structuring [information](#) or [ideas](#) in a [document](#). It serves as a [roadmap](#) or a skeleton for the [content](#) that you plan to write. Outlines typically consist of main headings and subheadings that indicate the major and minor points to be covered in a piece of writing.

Here's a generic example of what an outline might look like:

I. Introduction A. Background information B. Thesis statement

II. Main Body A. First main point 1. Supporting detail 2. Supporting detail B. Second main point 1. Supporting detail 2. Supporting detail

III. Conclusion A. Summary of main points B. Restatement of thesis C. Closing thoughts or recommendations

This structure can be adapted and modified based on the specific requirements of the document or the type of writing you are working on. Outlines help to organize thoughts, maintain logical flow, and ensure that all necessary information is included coherently.

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