# 5 STEPS TO A 100% ESSAY

↑ YOUR ESSAY MUST MEET ALL THE CRITERIA FOR THE INTRODUCTION, BODY PARAGRAPHS, AS WELL AS CONCLUSION; OTHERWISE, YOUR ESSAY WILL NOT BE MARKED! ↑

⚠ COMPLETE THE COVER LIST BELOW TO ENSURE YOU HAVE MET ALL THE CRITERIA ⚠

# Cover Checklist- 🗸 Tick Each Section When Complete.

- PREP STEP Make a copy of this document.
- PREP STEP Share your essay outline template with your tutor.
- PREP STEP Copy and paste the link for your essay outline into your study system.
- STEP 1 Outline your 100% essay START WITH THE CONCLUSION & WORK BACKWARDS
- STEP 2 Use the TTECEA checklist for details
- STEP 3 Revise your essay check for coherence & cohesion, redundant repetition, clarity, vocabulary, etc.
- ✓ STEP 4 Edit your essay.

### **Table of Contents**

QUESTION	3
100% ESSAY STRUCTURE OVERVIEW	4
ESSAY PLAN	5
STEP 1: OUTLINING - Complete Your 100% Essay Outline	6
STEP 2: ADDING DETAIL-Complete the TTECEA Checklist for Detail	11
STEP 3: REVISING - Revise Your Essay	12





STEP 4: EDITING - Edit Your Essay	13
STEP 5: COMPLETE - Put Your Essay Together as One Complete Piece	14





#### **QUESTION**

Read the following extract from chapter 8, The Last Night, then answer the question that follows.

Mr. Utterson was sitting by his fireside one evening after dinner, when he was surprised to receive a visit from Poole.

"Bless me, Poole, what brings you here?" he cried; and then taking a second look at him, "What ails you?" he added; "is the doctor ill?"

"Mr. Utterson," said the man, "there is something wrong."

"Take a seat, and here is a glass of wine for you," said the lawyer. "Now, take your time, and tell me plainly what you want."

"You know the doctor's ways, sir," replied Poole, "and how he shuts himself up. Well, he's shut up again in the cabinet; and I don't like it, sir—I wish I may die if I like it. Mr. Utterson, sir, I'm afraid."

"Now, my good man," said the lawyer, "be explicit. What are you afraid of?"

"I've been afraid for about a week," returned Poole, doggedly disregarding the question, "and I can bear it no more."

The man's appearance amply bore out his words; his manner was altered for the worse; and except for the moment when he had first announced his terror, he had not once looked the lawyer in the face. Even now, he sat with the glass of wine untasted on his knee, and his eyes directed to a corner of the floor. "I can bear it no more," he repeated.

"Come," said the lawyer, "I see you have some good reason, Poole; I see there is something seriously amiss. Try to tell me what it is."

"I think there's been foul play," said Poole, hoarsely.

"Foul play!" cried the lawyer, a good deal frightened and rather inclined to be irritated in consequence. "What foul play! What does the man mean?"

"I daren't say, sir," was the answer; "but will you come along with me and see for yourself?"

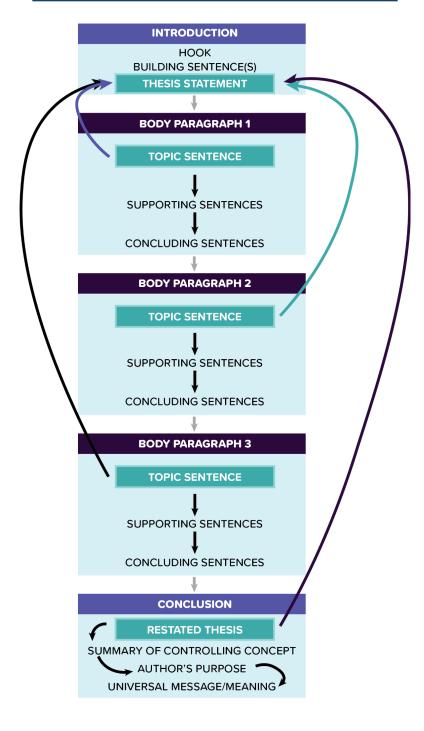
Mr. Utterson's only answer was to rise and get his hat and greatcoat; but he observed with wonder the greatness of the relief that appeared upon the butler's face, and perhaps with no less, that the wine was still untasted when he set it down to follow.

Q. Starting with this extract, examine how Robert Louis Stevenson creates mystery and tension. Write about:

- How Robert Louis Stevenson creates mystery and tension at this moment in the novel.
- How Robert Louis Stevenson creates mystery and tension in the novel as a whole.



### **100% ESSAY STRUCTURE OVERVIEW**





# **ESSAY PLAN**

#### I. Introduction

- A. Horace Walpole and the Gothic genre
- B. Stevenson's novel as a psychological thriller
- C. Techniques used to generate mystery

#### II. Characters' refusal to articulate themselves

- A. Utterson questioning Poole
- B. Stevenson's use of punctuation and evasion
- C. The locked room motif
- D. Suppression of emotions in Victorian society

#### III. Vague and contradictory descriptions of Hyde

- A. Enfield's testimony
- B. Dehumanising language and negation
- C. Victorian presumptions and questions raised
- D. Contradiction at the heart of the novel

#### IV. Themes of silence and secrecy

- A. Structure of secrecy in the novel
- B. Enfield and Utterson's avoidance of gossip
- C. Jekyll's final confession and third-person narrator
- D. Symbols and motifs emphasising secrecy
- E. The city as a metaphor for the split human spirit

#### V. Conclusion

- A. Stevenson's novel as an exploration of human nature
- B. The struggle between good and evil in the human soul
- C. Use of the Gothic genre to analyse societal issues
- D. Jekyll and Hyde as a tragedy and the enigma of human society





# STEP 1: OUTLINING - Complete Your 100% Essay Outline

Criteria	Status	INTRODUCTION - Do not make this too detailed.
Hook AO1  fact/statistic •	(only mark complete when steps 1-5 are ALL complete)	Horace Walpole, the author of the first Gothic novel, claimed he had created his manuscript in order to generate mystery.
Buiding sentence(s) AO3  counter-argument  or  some contexual info	(only mark complete when steps 1-5 are ALL complete)	The Gothic genre, which was popularised in the Eighteenth Century and remained influential into the Nineteenth, was distinguished by the intentional cultivation of tension and mystery.
Thesis statement AO1  ✓ key idea 1  ✓ key idea 2  ✓ key idea 3	(only mark complete when steps 1-5 are ALL complete)	Stevenson's novel, one of the earliest psychological thrillers, also uses the withholding of information to generate suspense; however, it also employs other potent techniques, such as his depiction of gentlemen who refuse to speak, vague and sometimes contradictory descriptions of Hyde, and the pervasive thematic choice of silence and secrecy.
Criteria	Status	BODY PARAGRAPH 1 - only focus on 1 KEY IDEA
Criteria  WHAT? Topic sentence AO1  ✓ key idea 1	Complete (only mark complete when steps 1-5 are ALL complete)	BODY PARAGRAPH 1 - only focus on 1 KEY IDEA  Characters fail or refuse to articulate themselves repeatedly throughout the narrative; they either appear incapable of describing a frightening perception, such as Hyde's physical traits, or they purposefully abort or avoid particular conversations.





		performed 'unspeakable' atrocities, the reader is left to his or her own imagination as to what they truly are because Stevenson never reveals them 'plainly'. In addition, since the topic at hand is a locked room (a recurring motif in Gothic literature), the reader is symbolically denied access to pertinent information which may create a sense of frustration, however, it also helps us to explore the psychological aspect of the novel.
WHY? Concluding sentence(s) AO2/AO3  which are a sentence(s) AO3/AO3  which are a sentence(s) AO3/A	(only mark complete when steps 1-5 are ALL complete)	Perhaps Stevenson sought to investigate the enduring suppression of emotions and sensations that seemed to characterise Victorian society which appeared to prise decorum and reputation above all and prefered to repress or even deny the truth if that truth threatened to upset the conventionally ordered worldview.
Criteria	Status	BODY PARAGRAPH 2 - only focus on 1 KEY IDEA
WHAT? Topic sentence AO1  ✓ key idea 2	(only mark complete when steps 1-5 are ALL complete)	However, the reader is initially exposed to the enigmatic Mr. Hyde via the testimony of Mr. Utterson's distant cousin, Richard Enfield.
HOW? Supporting sentences AO2  terminology evidence close analysis effects*	(only mark complete when steps 1-5 are ALL complete)	He narrates his contact with Hyde in a distressing way, alarming Mr. Utterson after explaining the horror of seeing Hyde trampling a little girl in the street. Enfield uses a parallel structure to characterise Hyde's lack of humanity: "It wasn't like a man; it was like some damned Juggernaut." The reader may notice the vagueness in Enfield's description of Hyde, particularly through the pronoun, 'it,' coupled with the language of negation, 'wasn't like a man'; through this vague descriptive language, it appears as though Stevenson wishes to depict Hyde in a dehumanised form, perhaps as an attempt to elicit a sense of revulsion from the reader, especially the Victorian reader who were encouraged to respect and admire the archetypal Victorian gentleman, which Hyde appears to be the complete opposite of. Consequently, Hyde's offer to pay for his transgressions is first met with scepticism; yet, after waiting with Hyde until the banks open, Enfield is shocked to discover that the cheque is genuine. In other words, Stevenson seems to be posing a variety of questions to the reader regarding Victorian presumptions, including the following: Are status and wealth objective indicators of moral character? Is the Victorian gentleman





		archetype incapable of repulsive behaviour? Is it sufficient, if we have the means, to simply pay for our wrongdoings? Subsequently, Stevenson's plot structure draws our attention to various perceptions of justice; for example, a modern reader would likely be appalled by Hyde's behaviour and we would expect, that he be jailed for a brutal assault; however, it appears through Stevenson's depiction of Hyde and the other gentlemen, that paying the father of the child was sufficient compensation during the Victorian era. Essentially, Stevenson places a huge contradiction at the heart of the novel that the reader needs to grapple with: Hyde acts like a brute, although he has all of the resources of a "gentleman."
WHY? Concluding sentence(s) AO2/AO3  author's purpose final thought / context about the key idea)	Complete (only mark complete when steps 1-5 are ALL complete)	In other words, he does not behave himself as a person of his class would, therefore debunking the Victorian belief that brutish behaviour can only be shown by ordinary criminals and not 'gentlemen'.
Criteria	Status	BODY PARAGRAPH 3 - only focus on 1 KEY IDEA
WHAT? Topic sentence AO1  ✓ key idea 3	(only mark complete when steps 1-5 are ALL complete)	Moreover, two key themes Stevenson employs to cultivate a mystery are 'silence and secrecy'.
HOW? Supporting sentences AO2 <a href="https://example.com/sentences/">terminology</a> <a href="https://example.com/sentences/">evidence</a> <a href="https://example.com/sentences/">close analysis</a> <a href="https://example.com/sentences/">effects*</a>	(only mark complete when steps 1-5 are ALL complete)	In fact, one might say that the book is founded on a structure of secrecy. As an example, Enfield and Utterson cease their conversation about Hyde in the first chapter due to their distaste for gossip and Utterson refuses to reveal his concerns about Jekyll throughout his investigation of his client's dilemma. In addition, neither Jekyll in his final confession nor the third-person narrator throughout the remainder of the work ever describes Hyde's vile actions and hidden vices clearly. One view is that Stevenson's purposeful withholding of information from the reader prompts us to ask if these narrative silences reflect a failure of language or a refusal to use it. In a way, we might see this as Stevenson's attempt to encourage us to examine not just





		several symbols and motifs that emphasise the notion of secret and stillness, such as keys, masks, and closed doors. The pages of the story are saturated with imagery, which reflect the concept that behind the respectable façade of the street, with its clean, well-kept buildings, there lies a location of 'prolonged and sordid negligence.' The depiction of the city itself begs the reader to reflect on the sickness of humanity - our neglect of inner aspirations and dreams; the door may represent the entrance to the shadowy regions of the human spirit, the threshold over which Stevenson suggests we must pass to discover our genuine desires.
WHY? Concluding sentence(s) AO2/AO3   author's purpose  (final thought / context about the key idea)	(only mark complete when steps 1-5 are ALL complete)	In this manner, Stevenson manages to make a significant portion of his story metaphorical, with the city serving as a metaphor for the mysteries of the split human spirit.
Criteria	Status	CONCLUSION - CRUCIAL!
Criteria  Restated thesis AO1  (Re-write your thesis statement in different words.)	Complete (only mark complete when steps 1-5 are ALL complete)	To summarise, Stevenson's novel, one of the first psychological thrillers, creates mystery in numerous ways, such as his characterisation of gentlemen who refuse to articulate themselves, vague and sometimes contradictory descriptions of Hyde, and the pervasive use of the themes of silence and secrecy.
Restated thesis AO1  (Re-write your thesis statement in different	Complete (only mark complete when steps 1-5 are ALL	To summarise, Stevenson's novel, one of the first psychological thrillers, creates mystery in numerous ways, such as his characterisation of gentlemen who refuse to articulate themselves, vague and sometimes contradictory descriptions of Hyde, and the pervasive use of the themes of silence and





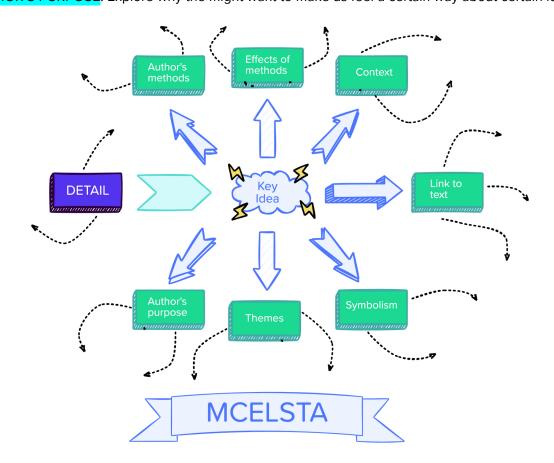
How does the controlling concept reflect the MAIN reason that the author wrote the text?		the gothic is typically employed to analyse social issues via symbols and metaphors. The fundamental metaphor may be Hyde, who, paradoxically, 'conceals' Jekyll's vices while revealing the harsh reality that Victorian society dreaded about itself, namely, that underlying the appealing façade they tried to display lurked something far more evil and repulsive.
Universal message AO1  (What is the MAIN message of the text? Focus on the end.)	(only mark complete when steps 1-5 are ALL complete)	Thus, seeing Jekyll and Hyde as a tragedy permits us to investigate Stevenson's biggest enigma, which is whether or not human society would protect its evil side and allow it to triumph over its good side. Thus, seeing Jekyll and Hyde as a tragedy permits us to investigate Stevenson's biggest enigma, which is whether or not human society would protect its evil side and allow it to triumph over its good side. Thus, seeing Jekyll and Hyde as a tragedy permits us to investigate Stevenson's biggest enigma, which is whether or not human society would protect its evil side and allow it to triumph over its good side.





### STEP 2: ADDING DETAIL-Complete the TTECEA Checklist for Detail

- 1. To achieve a grade 9 level of detail, ensure that you link your key idea in each of your body paragraphs to as many of the elements of the TTECEA mnemonic as possible (aim to write about 650-950 words maximum for the entire essay)
- 2. You do not need to have each of the TTECEA elements in each paragraph, but make sure you have all of them in the entirety of your essay.
- 3. Each item on the checklist should only have 2 main purposes:
  - a. to link to your key idea in each paragraph
  - b. and support your argument.
- □ TOPIC SENTENCE: Introduce the key idea of your body paragraph.
   □ TECHNIQUE: Select a key technique the author uses (one you can explore in detail, eg, metaphor, simile, etc).
   □ EVIDENCE: EMBED a quote to back up your ideas.
   □ CLOSE ANALYSIS: Break the technique into smaller pieces, zoom in and analyse them PERCEPTIVELY.
   □ EFFECTS ON THE READER\*: Explore what the author's method makes us focus on, feel (emotionally) or think.
   □ AUTHOR'S PURPOSE: Explore why the might want to make us feel a certain way about certain ideas.







# **STEP 3: REVISING - Revise Your Essay**

Ensure you have revised the following aspects of your essay:

- ☑ Removed/replaced ALL redundant repetition.
- Replaced ALL instances of the word 'shows' with more accurate and specific verbs for inferring effects of the author's methods (check toolkit).
- Revised essay for coherence: are the ideas in each of the paragraphs clearly connected to each other?
- Revised essay for cohesion: check the toolkit for help.
- Removed all instances of the words 'how', 'way' and 'what; replace these words with specific details of the topics you are exploring.
- Your vocabulary is academic no informal language unless quoting directly.
- Revised essay for clarity—is your essay easy to read? Ask a peer to read it and give you feedback.





# **STEP 4: EDITING - Edit Your Essay**

Ensure you have edited the following aspects of spelling, punctuation, and grammar:

- All words are spelt correctly.
- All sentences and names begin with a capital see guidelines below
- All sentences end with a full stop.
- No sentences are separated with a comma
- ✓ Lused a comma before and after the following words or phrases:
  - o for example,
  - however
- ☑ Have used ellipses to indicate missing words in quotes.
- ✓ I have used at least one semi-colon to separate or join closely related sentences.
  - The language paper focuses on various forms of writing; the literature paper focuses primarily on academic essay writing.
  - There are five keys to a grade 9 essay: structure, conceptualisation, context, detail, and convincing evidence.
- ☑ Have used a colon to introduce a quote, phrase, word, etc.

#### **HOW TO REMEMBER CAPITALS - ABLE PRINTS:**

- Abbreviations: U.K., USA, UAE
- **B**eginnings of sentences: **N**obody saw it coming.
- Languages: French, Spanish, Italian, Arabic,
- Emphasis I LOVE CHEESE! (avoid this)
- Places: Africa, Mecca, London, Zimbabwe
- Religions and words related to them: Islam/Muslim, Christianity/Christian, Judaism/Jewish, Hinduism/Hindu
- I, as in me
- Names (specific) of people, places, businesses, e.g., Shakespeare, Apple, London.
- Titles of books, movies, or programmes, e.g., The Lion King, Macbeth,
- Special days: Eid, Christmas, Diwali

#### **SPAG RULES**

https://www.grammarly.com/blog/category/handbook/



## STEP 5: COMPLETE - Put Your Essay Together as One Complete Piece

Horace Walpole, the author of the first Gothic novel, claimed he had created his manuscript in order to generate mystery. The Gothic genre, which was popularised in the Eighteenth Century and remained influential into the Nineteenth, was distinguished by the intentional cultivation of tension and mystery. Stevenson's novel, one of the earliest psychological thrillers, also uses the withholding of information to generate suspense; however, it also employs other potent techniques, such as his depiction of gentlemen who refuse to speak, vague and sometimes contradictory descriptions of Hyde, and the pervasive thematic choice of silence and secrecy.

Characters fail or refuse to articulate themselves repeatedly throughout the narrative; they either appear incapable of describing a frightening perception, such as Hyde's physical traits, or they purposefully abort or avoid particular conversations. For instance, Utterson repeatedly questions Poole about the cause for his visit - 'tell me plainly;' 'be explicit; 'What foul play?' - Poole, on each occasion, however, refuses to divulge. The closest he comes to an answer is the suggestion his 'master' is 'shut up again in the room,' which, once more, declines to get to the crux of his suspicions: that an interloper has taken Jekyll's place. Even the punctuation Steven employs in Poole's responses contributes to a sense of evasion: for instance, the use of a dash in the exclamation ('I don't like it, sir—I wish I may die if I like it') creates a hard pause that draws attention to the emptiness of his answer until he simply 'disregards the question' completely. Consequently, although Dr. Jekyll and Mr. Hyde may have performed 'unspeakable' atrocities, the reader is left to his or her own imagination as to what they truly are because Stevenson never reveals them 'plainly'. In addition, since the topic at hand is a locked room (a recurring motif in Gothic literature), the reader is symbolically denied access to pertinent information, which may create a sense of frustration; however, it also helps us to explore the psychological aspect of the novel. Perhaps Stevenson sought to investigate the enduring suppression of emotions and sensations that seemed to characterise Victorian society, which appeared to prise decorum and reputation above all and preferred to repress or even deny the truth if that truth threatened to upset the conventionally ordered worldview.

However, the reader is initially exposed to the enigmatic Mr. Hyde via the testimony of Mr. Utterson's distant cousin, Richard Enfield. He narrates his contact with Hyde in a distressing way, alarming Mr. Utterson after explaining the horror of seeing Hyde trampling a little girl in the street. Enfield uses a parallel structure to characterise Hyde's lack of humanity: "It wasn't like a man; it was like some damned Juggernaut." The reader may notice the vagueness in Enfield's description of Hyde, particularly through the pronoun, 'it,' coupled with the language of negation, 'wasn't like a man'; through this vague descriptive language, it appears as though Stevenson wishes to depict Hyde in a dehumanised form, perhaps as an attempt to elicit a sense of revulsion from the reader, especially the Victorian reader who were encouraged to respect and admire the archetypal Victorian gentleman, which Hyde appears to be the complete opposite of. Consequently, Hyde's offer to pay for his transgressions is first met with scepticism; yet, after waiting with Hyde until the banks open, Enfield is shocked to discover that the cheque is genuine. In other words, Stevenson seems to be posing various questions to the reader regarding Victorian presumptions, including the following: Are status and wealth objective indicators of moral character? Is the Victorian gentleman archetype incapable of repulsive behaviour? Is it sufficient, if we have the means, to simply pay for our wrongdoings? Subsequently, Stevenson's plot structure draws our attention to various perceptions of justice; for example, a modern reader would likely be appalled by Hyde's behaviour and we would expect, that he be jailed for a brutal assault; however, it appears through Stevenson's depiction of Hyde and the other gentlemen, that paying the father of the child was sufficient compensation during the Victorian era. Essentially, Stevenson places a huge contradiction at the heart of the novel that the reader needs to grapple with: Hyde acts like a brute, although he has all of the resources of a "gentleman." In other words, he does not behave himself as a person of his class would, therefore debunking the





Victorian belief that brutish behaviour can only be shown by ordinary criminals and not 'gentlemen'.

Moreover, two key themes Stevenson employs to cultivate a mystery are 'silence and secrecy'. In fact, one might say that the book is founded on a structure of secrecy. As an example, Enfield and Utterson cease their conversation about Hyde in the first chapter due to their distaste for gossip, and Utterson refuses to reveal his concerns about Jekyll throughout his investigation of his client's dilemma. In addition, neither Jekyll in his final confession nor the third-person narrator throughout the remainder of the work, ever describes Hyde's vile actions and hidden vices clearly. One view is that Stevenson's purposeful withholding of information from the reader prompts us to ask if these narrative silences reflect a failure of language or a refusal to use it. In a way, we might see this as Stevenson's attempt to encourage us to examine not just the morality of others' silences but also our own; - in other words, are we complicit in the degradation of society when we remain mute about key concerns? In addition, Stevenson uses several symbols and motifs that emphasise the notion of secret and stillness, such as keys, masks, and closed doors. The pages of the story are saturated with imagery, which reflects the concept that behind the respectable facade of the street, with its clean, well-kept buildings, there lies a location of 'prolonged and sordid negligence.' The depiction of the city itself begs the reader to reflect on the sickness of humanity - our neglect of inner aspirations and dreams; the door may represent the entrance to the shadowy regions of the human spirit, the threshold over which Stevenson suggests we must pass to discover our genuine desires. In this manner, Stevenson makes a significant portion of his story metaphorical, with the city serving as a metaphor for the mysteries of the split human spirit. Moreover, the regular, daily elements of the city take on terrible overtones: doors, pavements, windows, stores, and even parks become simply façade, concealing the fundamental Hyde-like ugliness of humanity.

To summarise, Stevenson's novel, one of the first psychological thrillers, creates mystery in numerous ways, such as his characterisation of gentlemen who refuse to articulate themselves, vague and sometimes contradictory descriptions of Hyde, and the pervasive use of the themes of silence and secrecy. Principally, however, Stevenson structures the novel as an exploration of the central mystery of human nature, which is the tussle for power between what he saw as the two warring dimensions of the human soul; on a societal level, he symbolises this through the contrast between the polite and the outsider, which we can also see as symbolising the Victorian façade and its 'unspeakable' actions. According to Stevenson, man's soul is linked with both good and evil; he felt these essential aspects cannot be separated since man is characterised by the struggle between his inner nature and this duality. Therefore, Stevenson's use of the gothic genre to investigate this subject seems appropriate, given that the gothic is typically employed to analyse social issues via symbols and metaphors. The fundamental metaphor may be Hyde, who, paradoxically, 'conceals' Jekyll's vices while revealing the harsh reality Victorian society dreaded about itself, namely, that underlying the appealing façade they tried to display lurked something far more evil and repulsive. Thus, seeing Jekyll and Hyde as a tragedy permits us to investigate Stevenson's biggest enigma, which is whether or not human society would protect its evil side and allow it to triumph over its good side.

