

Use this paper as a scratch sheet to organize your thoughts. You don't have to use all the bullet points for paragraph topics, or headings, but circle the ones that fit best with your own ideas. Add headings or questions that make even more sense to you. Use the white space to flesh out the headings and jot down a supporting idea or two. Use circled numbers to rearrange the order of ideas to suit your own line of thought. If your ideas call for it, by all means, illustrate!

Imagine you are on a committee to design a "student union" for teens in this town.

- How will the project be funded?
- How much should it cost for admission? How much should food, art supplies, various games cost?
- If you want a low price for kids, whom could you get to help pay? What might be their reasons for wanting to contribute?
- How big should the building be?
- What kind of "grounds" (landscaping and outdoor equipment) should it have?
- Where should it be? Or should there be more than one center?
- What equipment would be good indoors? What kind of furniture?
- What kinds of events and activities should there be? How often should there be special events?
- Should the price for special events be different?
- What hours and days should it be open?
- Should there be food? What kind?
- How should the center be staffed?