I. Chapters Are Divided into Sections

      A. Sections each have specific information

      B. Indenting the descriptions of each section makes it easier to read

            1. When you don't indent it is harder to find the information

            2.  When you don't indent it is harder to study from your outline

      C. Outlines should have enough information to help on a test.  You

      should [D](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#define).[E](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#example).[C](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#connect). the information by providing each of the following:

            1. [Definition of the term](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#define),

            2. [Example of the term](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#example)

            3. [Connections to other areas of Biology, or other classes](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#connect)

II. In case you didn't notice, this area was indented the way I want your outline indented . . . but to drive the point home further, see below . . .

I. Section 1 Heading

A. Main Point

1. [Definition](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#define)

2. [Example](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#example)

3. [Connection](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#connect)

B. Main Point

1. [Definition](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#define)

2. [Example](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#example)

3. [Connection](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#connect)

II. Section 2 Heading

A. Main Point

1. [Definition](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#define)

2. [Example](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#example)

3. [Connection](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#connect)

B. Main Point

1. [Definition](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#define)

2. [Example](http://shs.westport.k12.ct.us/mjvl/biology/intro/outline.htm#example)