

# Paragraph Breaks Cheat Sheet

from Sara Francis

Wondering when to break that paragraph? Remember this acronym!

## TIP TOP

### TIME

#### TIP TOP

#### EXAMPLE

The session had ended and Alison and Axel sat on the couches in the lounge, immediately falling asleep.

Later that evening, they awoke with a start when the technicians stormed in to take them away.

### TOPIC

#### TIP TOP

#### EXAMPLE

Lucas gawked at all the food set before him. Meats, cheeses, fruits, all of it made his mouth water.

He thought about the starving children on the Mainland. How could he bring himself to indulge while they were dying?

### PLACE

#### TIP TOP

#### EXAMPLE

Joshua grabbed the door handle and pushed it open with a jerk, leaving the argument to hang in the dank hallway.

He entered New Greece, breathing in the fake fresh air. He wondered what to do now.

### PERSON

#### TIP TOP

#### EXAMPLE

"Mark, what're you talking about?" Aaron asked.

Mark shook his head. "I can't tell you. Please you have to trust me."

Anxious, Sami played with her tail and mumbled, "How can we if you keep secrets?"

