**Classification Essay Guidelines**

1. Classify items according to the purpose and audience. In other words, have a reason for writing about your topic and categories.
2. Avoid overlapping parts or categories. Be clear cut in distinguishing the categories that you will write about and discuss.
3. Make each category large enough so that it can contain at least three items or details or examples that you can discuss.
4. Make all parts parallel. All items in a category should be similar and have some characteristics in common.
5. Organize all of your chosen categories to fit into one logical system or whole.
6. Arrange the categories in a logical order.

500-550 words