

Analyze Your Writing Process

Although there is no single way to write, it helps to keep in mind that writing is a process that involves several stages. To produce your best work, you should try to concentrate on one stage at a time. You will develop your own method and rhythm for writing as you practice doing it. Here is a general outline of what you will need to act on.

1. Getting Started

Start early! (Don't procrastinate.)

Sub-divide the task.

Consider your purpose.

Consider your audience.

Narrow your topic.

Leave a paper (electronic) trail.

2. Organizing the Material

Group your ideas.

Develop a preliminary thesis statement or topic sentence.

Create a rough outline.

Write a rough draft.

3. Revising and Polishing the Draft

Revise for structure and content.

Edit for grammar and diction.

Don't forget to double-check the assignment instructions and the marking rubric.