

THE 8 STEP WRITING PROCESS

STEP	PROCESS
1	Brainstorming Topics - Begin to focus your thoughts by examining your actual experiences.
2	<p>Gathering a Theme - Choose one or two of your favorite responses from your brainstorming activity (or combine a couple that evoked similar responses).</p> <p>Write a more detailed description and check to make sure your written description addresses the following questions. If it doesn't, add details so that the experience you describe will be vivid to a reader who doesn't know you.</p> <ol style="list-style-type: none"> 1. What were the key moments and details of the event? 2. What did I learn from this event? 3. What aspect of this event stays with me most?
3	<p>Deciding on a Theme - Taking the experience you wrote about in Step Two, answer the following questions: <i>Your answers will reveal your theme.</i></p> <ul style="list-style-type: none"> • What does this event reveal about me? • What makes it special or significant? • How does this event make me special or make me stand out? • What truth about me is revealed through this event?
4	<p>Structuring your essay/prompt</p> <ul style="list-style-type: none"> • An introductory paragraph that provides your essay's controlling theme / thesis • 2-4 body paragraphs that develop your theme through examples and detailed experiences and build upon each other. The final body paragraph will contain your most poignant information • A conclusion that widens the lens and wraps up your essay without summarizing or repeating what has already been written
5	<p>Drafting - A draft is a work in progress. A good essay undergoes several revisions--don't assume that your first draft is your best draft!</p> <p><u>Use your first draft to:</u></p> <ul style="list-style-type: none"> • formulate a working introduction • organize your ideas

6	<p>Revision - The key to revising your essay is to determine how it seems not just to you, but to your reader.</p> <ul style="list-style-type: none">● <u>First</u>: Concentrate on the whole by examining your essay's frame: the introduction, the conclusion, and a sentence in each that states your main theme.● <u>Second</u>: Examine your essay for continuity. Make sure that your points work together conceptually--that is, that key points are unified by your essay's theme.● <u>Third</u>: Revise for focus, clarity and depth.
7	<p>Proofreading - Leave plenty of time to proofread. If you can, put your essay aside for a few days, and then come back and look at it with fresh eyes.</p> <p><u>Some proofreading tips:</u></p> <ul style="list-style-type: none">● Try reading your essay backwards (last sentence first) to catch fragments or other glaring errors.● Have another pair of eyes read it as well to catch errors in spelling and grammar--your eyes, because they are used to the words on the page, can easily miss errors that another reader will easily spot.
8	<p>Getting feedback - this is a critical part of writing your essay. You don't have to take every suggestion, but try them out and find out which ones work.</p> <p>You'll want to be very specific in asking for feedback</p> <p><u>Things to ask for:</u></p> <ul style="list-style-type: none">● Overall Impression● Structure and Organization● Grammar and Syntax