

# The Writing Process

Each of us has a speaking voice, even when we write. Our readers hear us, loud and clear, when we care about our ideas, write from our hearts, and choose and order words as only we can. Following a writing process ensures that our voice is heard.

## STRATEGIES

- accessing prior knowledge
- establishing purpose
- identifying audience
- formulating questions
- understanding criteria for task

- considering organization
- considering voice
- considering word choice

- discovering how your writing is received.
- rereading with audience, purpose, focus, questions, and criteria in mind
- noting deficiencies in organization, clarity, details, tone

- seeing the writing with new eyes
- reaffirming or strengthening purpose

- rereading with standard English conventions in mind

- choosing the appropriate place to publish
- seeing the writing through the eyes of the intended audience

## STAGES

**PREWRITING**  
**Discovering What You Have to Say**

**DRAFTING**  
**Saying It**

**FEEDBACK**  
**Hearing What Others Think You Said**

**REVISING**  
**Clarifying Your Message**

**EDITING**  
**Ensuring That What You Want to Say Can Be Easily Read**

**PUBLISHING**  
**Sharing With a Wider Audience**

## PROCESSES

- discuss out loud
- read more about your topic
- list/map key words & ideas
- draw, role play
- free write
- organize/classify
- outline major points & supporting details

- refer frequently to your prewrite
- follow your road map
- keep asking "What am I trying to say?"
- keep asking "How will my audience see/understand this?"

- share with at least two readers
- share purpose & intended audience
- ask specific questions about organization, clarity, details, tone
- evaluate validity/usefulness of feedback

- add facts, details
- eliminate unnecessary details and redundancies
- reorganize
- rephrase for clarity, tone, style, and coherence
- save all drafts/prewrites as you may change your mind about phrasing

- correct paragraphing
- correct grammar/usage
- correct spelling
- correct capitalization
- correct punctuation

- blog
- website
- portfolio
- cohort share