
Writing Process

Steps of the writing process (POWER):

1. Plan
2. Organize ideas
3. Write
4. Edit 5. Revise

Plan:

- Working backwards, you will first want to find the quotes and content you plan on using in your essay.
- To get ahead, cite all of your sources into the citation style indicated by your professor.
- Copy and paste the points you plan on using or quotes and place them in bullet point format under the correct citation.
- On a separate document you can then organize your ideas.
- See examples on page 2 & 3.

Ways to Develop and Organize Ideas:

- Graphic organizer
- Mind Maps

Write:

- Write your essay. You have already identified the points you plan on discussing in the paper, so use this as a guide to help you write.

Revise:

- Essays require revision for improvement.
- Revise chunks of material rather than the whole assignment.
- Students should assess for: content, clarity, form, and style; and, during the editing stage, for errors in grammar, punctuation, and spelling.
- Focus on the meaning of text and not allow the mechanical aspects of their work, such as handwriting, spelling, punctuation, and grammar, to overshadow the organization and coherence of their writing.

Edit- Consider this process for editing (#4 of the POWER model):

COPS mnemonic

- C—Capitalization: Does a capital letter appear at the beginning of each sentence and as the first letter of every proper noun? (Point out the relationship between periods and upper-case letters.)

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- O—Overall appearance: Is the work neat and attractively formatted?
 - P—Punctuation: Is the punctuation correct?
 - S—Spelling: Are the words spelled correctly?

References

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