

The Writing Process

Writing is a process that can be simplified by breaking down the process into five simple steps. Steps in the process may be recurrent as you progress through your writing. Often times, as you revise your writing, you may need to develop other ideas that require you to return to the prewrite state to think of new ideas. Prewriting and drafting are the messy parts of writing. This part is not done to look good, make sense, or adhere to any sort of rule for writing. This part is meant to help you develop and organize ideas without being constrained by rules.



1. Prewriting

- a. This is anything that you do before you start writing your first draft.

Prewriting can include:

- i. Brainstorm
- ii. Outline
- iii. Free write
- iv. Research
- v. Reviewing data

2. Drafting

- a. This occurs when you put your ideas into sentence and paragraph form. During this part of the process you are explaining, supporting, and expanding on your ideas.
- b. At this point in the process, there is no need to pay particular attention to specific details of writing such as:
 - i. Spelling
 - ii. Grammar
 - iii. Sentence structure
 - iv. First/second/third person

3. Revising

- a. You now have your ideas written out. During this part of the process, you will begin to think deeper and be more critical of the writing.
- b. When revising, consider which terms need to be defined and make sure you are writing in third person.
- c. Ensure that you have enough support for your points
- d. Check to make sure the organization makes sense and that all parts flow together.
- e. When revising, you will add, remove, rearrange, and replace portions of your writing.

4. Editing

- a. Print your essay
 - i. Use colored pens or pencils to mark areas that need revising
 - ii. Different colors for different issues
- b. Only make corrections on your printed copy
 - i. Corrections made to your digital copy are done after a full edit on the printed copy.
- c. At this point, you want to focus on grammar, spelling, and other mechanics of your paper.
- d. Do NOT do this until you have completed the previous three steps.
- e. Review your writing line by line.
 - i. Even backwards

5. Publishing (turning it in)

- a. Finally, check your formatting
 - i. MLA
 - ii. APA
 - iii. Chicago
- b. Do you have
 - i. Cover page
 - ii. Headings
 - iii. References
- c. Double check your font and spacing