

## Tips For Each Stage Of Writing

### Prewrite

Use one of the following methods to explore the topic and create a thesis statement

- List: Using bullet points, write down any thoughts that relate to the topic
- Free write: Using sentences, write down any thoughts that relate to the topic
- Brainstorm bubble: Using circles, write down any thoughts that relate to the topic
- Ask questions: e.g., who, what, where, when, why, how
- Use lenses: e.g., medical, social, legal, environmental, religious

### Outline

- Preliminary and detailed research are needed for the outline
- Adapt the thesis to match the research findings
- A strong outline will create a more effective writing experience

### Write

- Each topic represents a section of the paper; write one section at a time
- Each paragraph is not an isolated point; each paragraph is a part of the whole. Make clear connections between your thesis, topic, development point, and proof
- Strong connections will create a more effective reading experience

### Introduction paragraph

1<sup>st</sup> section: General statements

- Purpose: To introduce the topic/create interest/prepare the reader
  - Use one or a combination of the following techniques: background information, story, analogy, quotation, question, statistic, key term/definition

2<sup>nd</sup> section: Thesis statement

- Purpose: To announce the objective of your essay
  - Make it clear, specific, informative, and/or original

### Body paragraphs

Topic sentence: Write a sentence that tells what the paragraph is about and connect it to the thesis statement

Supporting sentence/Development point: Explain an idea/theory/event about this topic

Specific support/Proof: Support the idea with examples/facts/studies

(repeat the development and proof process for as long as necessary to support the topic)

Concluding sentence (optional): Write a sentence that links the supporting sentences and topic to the thesis (do not include your specific support/proof in this sentence)

## Conclusion paragraph

1<sup>st</sup> section: Summary of the thesis and topics

- Clearly connect the thesis to the topics

2<sup>nd</sup> section: Final comments

- Suggest or ask from the reader one or a combination of the following:  
awareness, actions, solutions, predictions, recommendations, consequences

## Edit (four stages)

1. Argument

- Look at the presentation of the argument to ensure that you clearly state your objective and address order, development, and coherence

2. Language rules - spelling, capitalization, grammar, syntax, and punctuation

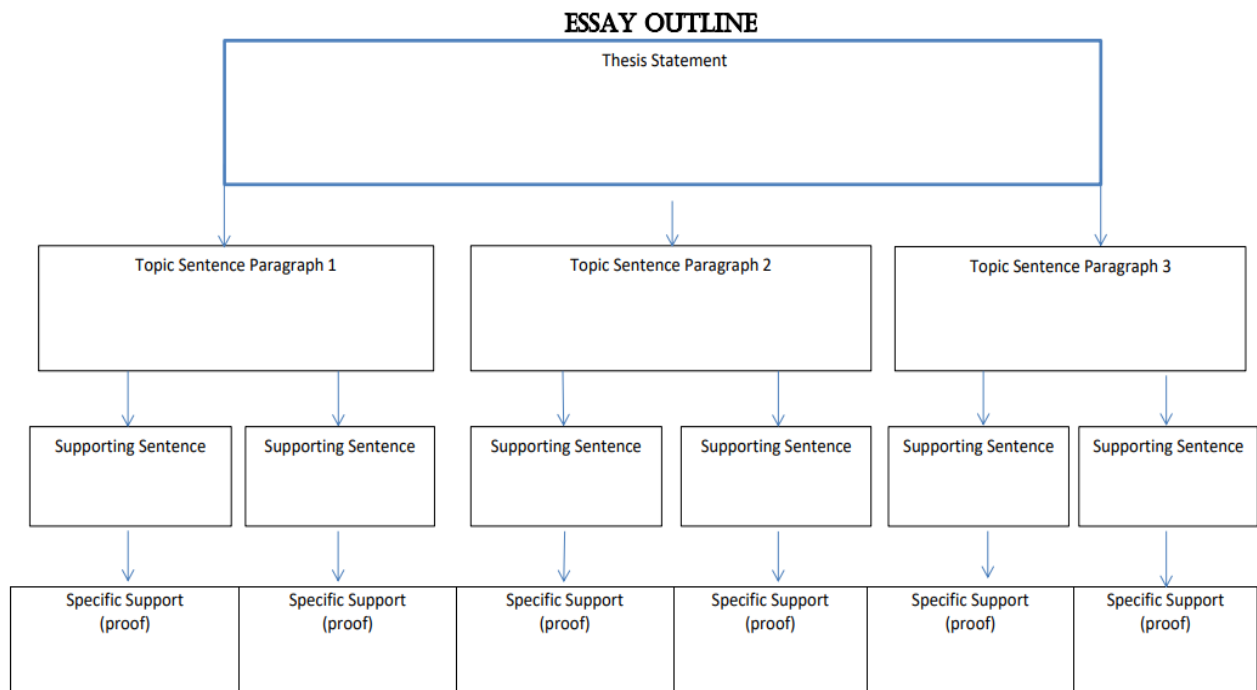
- Look for and correct errors in English language writing norms

3. Citation

- Examine and correct in-text citations (quotations, paraphrases, summaries) and reference page for proper citation style (e.g., APA, MLA, Chicago)

4. Overview

- Review for flow of argument, use of language rules, and adherence to citation style



References:

Oshima, A., & Hogue, A. (2006). *Writing academic English* (4<sup>th</sup> ed.). Pearson Education, Inc.

