UNDERSTANDING YOURSELF AS A WRITER

Activity I: Use the space in the first two columns to reflect on your writing process and describe your writing experiences.

Activity II: Take a look at this list of potential steps in the writing process. Please note that this is not an exhaustive or a complete list, but rather a list of examples to help you think about your writing process. Check off the steps that you have tried or done before. Underline the steps that you would like to try. Feel free to add steps that we have not included.

Activity III: Use the space in the third column to make notes about how you might shape, develop, or deepen your process.

<table>
<thead>
<tr>
<th>Example questions to ask yourself</th>
<th>Describe your experience</th>
<th>Ideas for shaping or developing your writing process</th>
</tr>
</thead>
<tbody>
<tr>
<td>• What prompts me to begin writing?</td>
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<tr>
<td>• What time of day do I write most often? Is it when I am most alert?</td>
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<td>• Where do I write most often?</td>
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<td>• Do I prefer working in a quiet or loud space?</td>
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<td>• Do I like to exercise/clean/talk first?</td>
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<td>• What counts as essential tools for writing for me? (computer, ipod, coffee, your favorite pencil, etc.)</td>
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<td>• Do I prefer to write by hand? Do I type? Do I do both?</td>
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<td>• When do I usually begin writing (relative to a deadline)?</td>
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<td>• How often do I write or how do I chunk time when approaching a project?</td>
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<td>• What counts as working on writing for me?</td>
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<tr>
<td>• Do I outline or cluster?</td>
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<td>• Who reads your drafts?</td>
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<td>• What feels like the best part of my writing process?</td>
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<tr>
<td>• At what stage am I most likely to get stuck with a writing project? (getting started, research, drafting, revising, polishing)</td>
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</tbody>
</table>
Use the right citation format to see which ones are the most useful.

Gateway tutor or a subject tutor.

Additional steps in the writing process.

PROOFREAD

Check my sentences

EDIT

Check punctuation, spelling, and capitalization

Check for sentence fragments, run-ons and comma splices

Make sure I format the paper properly

Check the order of the sentences in my paragraphs

Identify the topic of each paragraph

Make sure I have topic sentences

Consider the order of my body paragraphs

Check for errors I know I make a lot

Have someone else read my paper to me

Read the sentences in reverse order

Check for common grammar errors

Replace or delete repetitive language

Look to see if I included transitions where I need them

Add transitions

Make sure sentence structure is varied

Make sure that sentence structure is not too short or simple or repetitive

Check for common grammar errors

Make sure my writing is clear.

Throughout the writing process:

USE RESOURCES and GET FEEDBACK

Use a dictionary

Use a writing handbook like The Writer's Resource

Use a collocation dictionary

See a writing tutor

See my Gateway tutor or a subject-area tutor

Peer Review

Use the ESL lab tutors

Communicate with the instructor

Consult course materials including the syllabus

Talk to a computer tutor to learn how to format a paper in my word processing program

Have my friend read my paper

Additional steps in the writing process for RESEARCH

Come up with a research question

Learn how to find sources

Do preliminary research

Find sources

Make sure I have the right kind of sources for the assignment

Evaluate the quality of my sources

Look through my sources to see which ones are the most useful

Take notes from my sources

Talk to a librarian

Make sure that I quote all my sources the right way

Put all my citations where they belong

Make sure that I cite all the direct quotations and the places where I paraphrase

Make sure that I use the right citation format

Create a works cited or reference page.