

## Writing Process

EASY AS 1, 2, 3

**Plan and Draft**

Reread your prompt or performance task and think about what you will write. Use a graphic organizer, your Reading & Writing plan, or an outline to plan and guide your first draft.

**Talk about it**

Spend time talking to someone about your writing task. What are you planning to say? How will you begin? What will you include?

**Thesis**

Craft a thesis or claim that will focus your paper. Your thesis should have a **subject** and an **opinion/position**. An opinion statement typically begins with a **verb**. Support or advance your thesis with reasoning, evidence, and/or supporting details.

**Review and Edit**

Ask someone to review your first draft and take some time to look at your own writing with *fresh eyes*.

**Peer Review**

Ask your peers to help you improve your writing. What are you doing well? What needs improvement? Did you write to the prompt? Did you stay on topic? Are your ideas organized and easy to follow?

**Revise and Edit**

Once you receive feedback and have had time to read your own writing, work to improve the content, language, and overall structure of your writing. A strong paper is well edited--free of spelling and grammatical mistakes.

**Publish**

Ask your teacher or refer to your prompt to learn how your writing should be published.

**Final Read**

Go over your writing one last time. Save your work, email a copy to yourself, print it, and bring a copy to class.

**Questions to ask**

What are my teacher's expectations?

How will my writing be assessed/evaluated?

When is the paper due?  
Will there be a peer review workshop?

Is there a model paper I can read and analyze?

