

The Academic Support Center
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THE WRITING PROCESS

- 1. WORRYING: 15%**
 - Thinking---letting ideas simmer
 - Talking---with others about the topic
 - Taking random notes
 - Prewriting
- 2. PLANNING: 10%**
 - Organizing---putting ideas in logical order
 - Reorganizing
 - Outlining
 - Eliminating irrelevant ideas
- 3. WRITING: 25%**
 - Letting your mind flow
 - First draft
 - No concern with sentences, spelling, etc.
- 4. REVISING: 45%**
 - Read from standpoint of reader, not writer
 - Be careful not to read what you think you wrote
 - Have someone else read it for clarity
 - Read it aloud
 - Consult a checklist
- 5. PROOFREADING: 5%**
 - Look for errors that lower a grade
 - Check appearance

The Academic Support Center
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