

Processkrivning

INTRODUKTION

Dette dokument vil hjælpe dig til at skrive en opgave på engelsk. Processkrivning er en måde at dele skriveprocessen i mindre faser. På den måde bliver det mere overskueligt at skrive en opgave på engelsk.

For at få gode skrivekompetencer er det vigtigt, at du bliver vejledt i skriveprocessen i stedet for, at du kun får feedback, efter du har afleveret dit essay.

Ved at gå igennem de nedenstående faser i dette dokument, vil du lære at skrive gennem din skrivning, og du bliver bevidst om mål for skrivningen.

ASSIGNMENT

Discussion about *The Social Media*

Take your starting point in one of the texts/films and discuss whether it is important to protect your online privacy.

Step 1 - Brainstorming

WHY

- Brainstorming is an effective way of generating ideas.
- This technique will help you to find out what you already know about social media.
- The more ideas you can come up with, the better.

HOW

- You are going to work with the topic “The Social Media”.
- Produce a list of ideas that relate to the following themes:

Ethics

Friendship

Security

Family relations

Society



Share your ideas and start a group discussion. Maybe you have access to an online forum to facilitate this.

In this way, you can take advantage of the creativity of all group members.

Step 2 - Organise your ideas

WHY

- When you write, it is important to present your ideas in a logical order.
- The reader needs to know that you go from point A to B. This step helps you to organise your ideas in a way that makes sense to the reader.

HOW

- Organise the ideas by putting them into categories of main ideas. You can also give a title to each of the categories.

Categories

Step 3 - The Audience

WHY

- Writing is a communicative situation. When you write you have an audience and the characteristics of the audience will determine the way you write. You would not use slang, for instance, when writing to the principal of your school.

HOW

- Think about the ideas you have generated in exercise 2 and think about your audience.

Choose an audience from the list below:

The readers of your School Magazine

The readers of Privacy Clearinghouse website <https://www.privacyrights.org/>

An employee at The Danish Data Protection Agency

Or choose your own audience:

What is the purpose with your text?

To inform

To entertain

To convince

To provoke

To request

To complain

Other suggestions



Share your chosen characteristics of your audience and the purpose of your text with a group of your fellow students. Maybe you have access to an online forum to facilitate this.

Step 4 - Planning & organising

WHY

- Your ideas are unconnected. You need to order them before writing.

HOW

- You have a topic, social media, and **an audience**.
- What will you say to them?
- Which of your ideas are relevant to your audience?
- Write your thesis here. Your thesis is the **main idea** you want to argue in your essay.

My thesis:

Prepare an outline of the composition

(Open your word processor and write the rest of the assignment there. Start writing there for the rest of the assignment)

Organize the supporting points of your thesis statement into a logical order:

- I. Supporting point 1
- II. Supporting point 2
 - A. Subcategory 2

Step 5 - Composing (1st draft)

WHY

- It is important to focus on content and not grammar, otherwise creativity will suffer.

HOW

- Take your outline and list of ideas and keep them handy. Start writing a composition directed at the audience you selected.
- Then start reviewing your composition in the following ways, until you're ready to hand it in

Reviewing the content:

- **Content:** Are these still the ideas you want to include?
- **Organisation:** Does the order in which the ideas are presented help you get your message across to the audience?

Reviewing the language:

- **Verbs:** Are the forms, tenses and spelling correct?
- **Adjectives:** What noun do they go with? Do the adjectives agree?
- **Other elements of language:** : Is there anything else you can check up on?

Peer feedback

- You may find self review difficult. Ask a classmate to give you feedback regarding you writing.

When you give feedback, you can use the following proofreading list:

- Are the ideas organised in a logical order?
- Are the verb forms, tenses and spelling correct?
- Other suggestions

Step 6 - Rewriting (2nd draft)

WHY

- Writing is a process, so you need to write and revise several drafts before you submit what you believe is your best piece of writing.

HOW

- It is a good idea to put away the text for a day and then pick it up again.
- Write your second draft using the comments and suggestions that your classmate has written.

Step 7 - Handing it in

CONGRATULATIONS

You are ready. Now hand in your composition to your teacher.