

Writing Guidelines

These are things to think about/be aware of in your written work, as well as to check over before submitting your final drafts.

WRITE AS SIMPLY AND CLEARLY AS POSSIBLE!

Perhaps someone once told you – in elementary or secondary school – that you’ll earn more points for writing more, or that the more complicated you write the better it is. As it pertains to this class, that person is a liar.

You don’t earn extra points for writing more. The more you write – and the more complicated you try to write – the more unintelligible your writing becomes. I want you to be able to express yourself in a clear, intelligible fashion.

Almost everyone loses *lots* of points for making careless, easily correctable mistakes of the following types:

- Subject-verb disagreement EDW 355-362
- Incorrect use of verb tense EDW 340-351
- Comma splices and/or incomplete sentences EDW 385-390, and/or 392-396, respectively
- The use of commas EDW 400-402
- Properly formatting titles EDW 425
- Writing numbers EDW 446-447
- Failure to use quotation marks and/or properly integrating quotations into one’s own work EDW 422-427 and/or 226-227, respectively
- The incorrect use of (the present) tense when discussing literature EDW 347-348
- The use of the passive voice EDW 352-353
- Properly formatting in-text citations – periods come after in-text citations
- Missing references – a full citation at the end of your paper
- You need a thesis statement and plan of development – “TV series and films are different” is not a thesis statement.
- You shouldn’t just throw in a transitional word, phrase, or expression.

Since you’ll word process your papers, you can use spelling and grammar check. Given that fact, mistakes of this type will be unforgiveable.

If you’re confused by or unsure of how to use a particular grammatical construction, then look it up in the EDW. If you’re still confused by or unsure of how to use a particular grammatical construction after that, then don’t use it. Again, WRITE AS SIMPLY AND CLEARLY AS POSSIBLE!

Finally, please don’t use the following expressions in your written work: “What’s more,” “In a word,” “Meanwhile,” “Talking about...” “As we all know...” – or its variants, e.g., “We all know...”