

English 101 Notes

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1 Proofreading VS Revision

What is the difference?

1.1 What is Revision?

- Re-seeing
- Changing perspective
- Getting to the potatoes, not uprooting flowers

1.2 What is Proofreading?

- Finding syntax and grammar errors
- Making sure everything makes sense
- Weeding the garden so the flowers can breathe

2 Organization

How to get your thoughts in order

2.1 Organization: How should you do it?

- What kind of writing are you doing?
- What will help your audience?
- What is the most important element/takeaway?

Answering these questions will tell you which organizational form to use.

2.2 Organization Style : Description

- Goal - to produce an image in the reader's mind.
- Sensory detail
- Details ordered spatially, chronologically, or by importance

2.3 Organization Style : Narration

- Goal - to tell a story so that the reader understands the sequence of events.
- Relates a story with characters, setting, plot
- Details ordered chronologically, using time transitions

2.4 Organization Style : Illustration/Example

- Goal - to clarify an abstract or unfamiliar idea for a reader.
- Concrete and specific
- Provide enough and a sufficient variety

2.5 Organization Style : Process

- Goal - to explain how a reader should do something.
- "How-to" writing
- Specific, step-by-step instructions

2.6 Organization Style : Definition

- Goal - to help a reader understand the meaning of a term.
- Three components:
 1. The term being defined
 2. The category it belongs to
 3. Distinguishing factors within the category

2.7 Organization Style : Comparison/Contrast

- Goal - to show a reader the similarities and differences between two or more entities/ideas.
- Compare similarities
- Contrast differences
- Can be organize point-by-point or subject-by-subject

2.8 Organization Style : Cause/Effect

- Goal - to show a reader the causal relationship between two or more entities/ideas.
- Determine the focus of your topic sentence or thesis statement by asking questions about an event or action:
 - "Why did this happen?"
 - "What caused it?"
 - "What happened because of this event?"
 - "What was the effect?"

2.9 Organization Style : Argument/Persuasion

- Goal - to get a reader to agree with your point of view.
- Pick a subject that you feel strongly about and can argue for.
- Build your case with reasoning and sources.
- Avoid logical errors.
- Arrange your points in logical order.

3 Reflection

There are two types of reflection:

3.1 Reflection-in-Action

- Circle back to earlier understandings and observations.
- Re-think your writing from the present to think about how they will look in the future.
- Explain to others so that we explain to ourselves, re-understanding.
- The goal:
 - Re-understand your work for yourself.
 - Re-understand yourself as a writer.
 - Re-understand how your work can reach an audience.

3.2 Constructive Reflection

This is where it gets meta.

- Reflecting on your writing - generalization across rhetorical situations.
- Constructive reflection - seeing yourself do that generalization.
- Forming your identity as a writer.
- Seeing how you've changed approach.
- The goal;
 - Build your knowledge of your own writing process.
 - Build confidence in your ability as a writer.
 - Build up who you are as a writer.