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Senior Design - Final SBIR Grant Revision Plan

For the final SBIR Grant, there are a few areas that need to be addressed in order for my work to be complete. The main areas of trouble I seem to have are organization and voice/style. I would like to strengthen these areas in order to really drive the message home and ensure the reader is able to follow along seamlessly throughout the grant proposal. My plan to improve them are listed below.

Organization

The problems I tend to have in the area of organization are not starting off new ideas in new paragraphs, not utilizing topic sentences to inform the reader of the paragraph's message and the idea being conveyed, and not incorporating transition words into my work to create flow. At times, I tend to have multiple ideas within the same paragraph, not realizing that it actually may confuse the reader as to what the main idea being conveyed is. In addition, it makes it hard to focus on what needs to be understood. I plan to read over my work a several times and mark places where a new idea starts in order to dictate when a new paragraph needs to begin and where the old paragraph should end. This ties in with the need of strong topic sentences that let the user know the new idea being introduced. If there is no visual transition from one topic to the next, it can cause the reader to be lost. To address this, I will use the markers set for new paragraphs and determine what idea is being introduced in the new paragraph. Then, based on the idea, I will formulate possible topic sentences and pick which one introduces the idea the best. Lastly, incorporating transition words will make a huge difference to my writing as it will give it more flow, which helps the user follow along more easily. Using the list of transition words given by Alan, I will look through the grant and find the places where a transition is or needs to be placed, and list possible words that could be used in that spot. After writing down possibilities, I will determine which words are the strongest and incorporate them.

Voice/Style

This is a tough area for me personally because I write for my blog, where from time to time, I incorporate colloquial or non-professional language. This habit makes it difficult to exclude certain words I shouldn't always use into different pieces of writing. Therefore, in order to improve in this area, I will read through my grant aloud and write down words on a separate sheet of paper that I believe do not sound professional or could use a stronger word to replace it. The place where I found the words will be marked as well. Then, I will search for words in a thesaurus that convey the same idea in a more professional manner. I may find different possibilities in case the word is used

multiple times throughout the grant. This replacement strategy will help strengthen my work and make it more credible.