

The writing process

Writing is a process that involves the following steps:

- Discovering a point often through prewriting
- Developing solid support for the point-often through more prewriting
- Organizing the supporting material and writing it out in a first draft
- Revising and then editing carefully to ensure an effective, error free paper

Prewriting

There are five techniques that will help you think about and develop a topic and get words on paper-

- Free writing
- Questioning
- Making a list
- Clustering
- Preparing a scratch outline

Technique 1: Freewriting

- When you do not know what to write about a subject and when you are blocked in writing, freewriting sometimes help
- In freewriting you do not worry about spelling, punctuating correctly, about erasing mistakes or about finding exact words. Explore your topic without worrying at all about being correct
- You just write without stopping

Technique 2: Questioning

- In questioning you generate ideas and details by asking as many questions as you can think of about your subject. Such questions include Why? When? Where? Who? How? In what ways?

Technique 3: Making a List

- It is also known as brainstorming .Create a list of ideas and details that relate to your subject
- Your goal is to making up a list of everything about your subject

Technique 4 : Clustering

- In clustering you use lines ,boxes, arrows to show relationships among the ideas and details
- Clustering is also known as diagramming

Technique 5: Preparing a scratch outline

- A scratch outline is a plan to help you achieve a unified, supported and well organized composition
- Use this outline as guide to write the first draft of a paragraph

Writing a First Draft

- Make it your goal to state your main idea clearly and develop the content with plenty of specific details
- Don't worry about grammar, spelling, punctuation

Revising

- Revising means that you rewrite a paper, building upon what has already been done, in order to make it stronger
- It's like cleaning house, getting rid of all the junk and putting things in the right order
- There two stages to the revision process-
 - Revising content
 - Revising sentences

Editing

- The last major stage in the writing process is editing—checking a paper for mistakes in grammar, punctuation, usage and spelling