

The Writing Process

Step 1 Prewriting	Students use prewriting activities to discover topics they know about and are interested in. They discuss and think about their topics, developing a sense of their purpose and audience.
Step 2 Writing a First Draft	Students write their first, or rough, drafts to get their ideas down on paper. They write quickly, guessing at spellings, crossing out, leaving blanks, and using abbreviations. The focus is on content, not correctness.
Step 3 Revising	Students consider the content of their first drafts. They decide whether they have said what they meant and said it effectively. They add, cut, and move things around without tedious recopying. They read aloud what they have written and discuss it. They consider order, clarity, beginnings, endings, and word choice.
Step 4 Proofreading	With content and expression firmly in place, students concentrate on correcting spelling, punctuation, grammar, and usage.
Step 5 Publishing	Students make a correct, clean copy in a form appropriate to their audience. The final format depends on how they choose to share their work with their audience - as an illustrated booklet or poster, read aloud, or in some other manner.