

Applying Strategies to the Writing Process

Explicit attention to strategies you use when writing can improve the quality of what you write. Explore the strategies below and experiment applying them to your writing process.

Preplanning

Planning what you are going to write, before you begin to draft the text, can be very helpful and improve content, organization, and overall quality. Reflect on each of the possible preplanning techniques below and select one to use next time you write.

| Strategy | Description | On a scale of 1(not helpful) - 5 (extremely helpful), how helpful might this technique be for you? |
|------------------------|--|--|
| Mind Map | Create a mind map to organize content by theme, main idea, and category. This can be done by hand or electronically. | |
| Outline | Create a textual outline highlighting the main topics and sub-points of what you will write. | |
| Freeform Brainstorming | Make an extensive list of everything you want to include. Then, color code the elements to organize into groups, main ideas, and sub-points. | |

Using the Dictionary Effectively

When used effectively, the dictionary (or online translator) can be very helpful. It is important to use the following guidelines when using these tools.

- Do not translate whole sentences or paragraphs. Instead, isolate words or phrases of which you are unsure.
- Be sure to look at the description of each word and select the choice that best fits your context.
- Try not to use the dictionary for every sentence or word. Work on selecting alternate options that you are able to produce.
- Other ideas? _____