Successful Approaches to Writing
The Writing Center is staffed by graduate students from the departments of English, Communication and World Languages.

You can make a Writing Center appointment by stopping by the Writing Center in LIB125, calling (813) 974-8923, or setting up an appointment through Blackboard < Academics.

Writing Center Hours during Summer A: 10-4 M-F
Writing Center Hours during Summer B: 10-7 M-R, 10-4 F
How (and why) to include the Writing Center in your process

Online Resources
- **Atomic Learning**, part of the Learning Commons Online, provides recommendations for formatting and various software applications

Deadlines
- For self-regulated projects like grants and articles, you can use the writing center to self-impose deadlines; have a standing appointment each week to motivate you

Writing Projects
- When you begin your project, meet with a writing consultant and your subject librarian to help you develop a writing calendar
- You can work with the writing consultant on a twice weekly basis throughout your process to help keep you motivated and on track
What kind of writer are you?

Procrastinator?

Planner?

Obsessive drafter?

Perfectionist?

Avoider?

Giver Upper?
Getting Started
The Messy Writing Process

- Pre-writing
- Drafting
- Feedback
- Revising
- Redrafting
- Editing & Polishing
Pre-Writing

Establish your audience and rhetorical context
Silence your editor: be nice to yourself! There is plenty of time to be critical of your work during revision and editing

Use invention strategies (pre-writing)
- Free-writing
- Idea clusters/maps
- Listing
- Conversation
- Outlining (Chronological, Thematic, Thesis-Focused)
- New media groups: blogs, wikis, social networking sites
- Use a heuristic to develop ideas
Free-writing – experiment with timed/untimed writing

- For timed freewriting, write for a certain amount of time – 5-10 minutes – and make sure that you keep writing; if you can’t think of what to write, simply write “I don’t know what to write” repeatedly until something else comes up.
- For untimed freewriting, write in response to your research question, but don’t worry about grammar/punctuation. After you write for a little while – go back and see if there are some useful ideas to use in your project.
Invention Strategies

Sample Cluster for a writing project

Positive effects
- Instructor is easily accessible
- Word processing
- Research opportunities
- Multi-media
- Positive effects

Negative effects
- Students are distracted
- Students lose focus on spelling and penmanship
- Books less important
- Less personal interaction
- Negative effects
Persuasive Writing
Basic Tips

Carefully read the grant requirements and use them as a heuristic to get started. Make sure that your project is appropriate to the particular granting agency.

“Recycle proposal text. Although each proposal should be customized, paragraphs from previous grant applications should provide the building blocks for future submissions” (grantproposal.com).

Develop a writing routine; don’t attempt to work through the entire proposal in one sitting.
Grant writing should be clear, concise, and demonstrative.

Have a clear sense of your audience as you compose; frequently step back to make sure that your audience will understand and be persuaded by your text.
Revision & Polishing Techniques
Revision: Rewrite and Revise

Read Aloud!
Don’t be alone – get others to share your pain
Create your own checklist based on your expectations for the project
Complete a reverse outline
  • In the margins of each paragraph – write the focus of the paragraph
  • If you find that your paragraph doesn’t have one focus, you know that you need to revise; if you find that your paragraph is related to ideas later in your paper, you should reorganize; if you find that the ideas in one paragraph seem unrelated to the next, work on transitions
Think of Revision and Proofreading as two distinct steps: reorganize and rework your draft before you go over it with a fine-tooth comb.

If you have difficulty picking up errors, read your paper backwards.

Go through your document multiple times, searching for different types of errors each time.
Suggested Reading

For sophisticated grammar and style

For useful discussion about revision

For thoughtful advice on how to respond to and incorporate outside sources

For campus resources about funding opportunities, visit the Library Libguide on “Grants and Foundation Information”