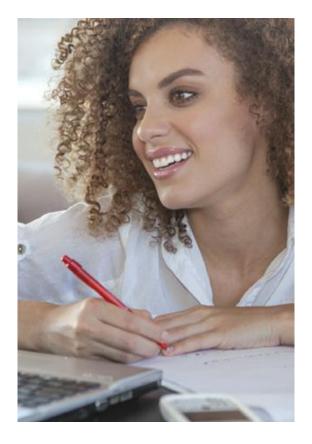
#### VAN RYS/ MEYER/ VANDERMEY/SEBRANEK





# 3

## Starting

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#### **LEARNING OUTCOMES**

- 1 Revisit the rhetorical situation
- 2 Discover your process
- **3** Understand the rhetorical situation
- 4 Understand the assignment
- 5 Select, limit, and explore your topic
- 6 Research your topic

#### **Steps in Writing Process**

- Getting started
- Planning
- Drafting
- Revising
- Editing and proofreading
- Submitting

#### **Principles in Adapting the Writing Process**

- Writing does not follow a straight path
- Each assignment presents distinct challenges
- Writing involves collaboration
- Each writer works differently
- Effective writing can't be rushed
- Different steps demand different issues

#### **Rhetorical Situation**

- Think of your role as the writer
  - Role of the writer and communication affects the level of language used
- Understand the subject
  - Gather and assimilate all relevant details
  - Include the subject's history, makeup, function, and impact on people and culture
- Recognize the purpose
  - Helps in choosing an organizational strategy

#### **Rhetorical Situation**

- Know the audience
  - Helps to develop writing with a goal of meeting particular needs
- Understand the medium
  - Assists in specifying the form of writing required
- Think about the context
  - Issues
    - Weight
    - Assessment
    - Intent

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#### **Understand the Assignment**

- Read the assignment
  - Identify words that explain required action to be performed
    - Key words
  - Note options and restrictions
- Relate the assignment to:
  - Course goals
  - Other assignments
  - One's own interests

#### **Understand the Assignment**

- Reflect on the assignment
  - Initial impulses
  - Approaches
  - Quality of performance
  - Benefits
  - Features

#### Select, Limit, and Explore the Topic

- Key points in searching for a topic
  - Meeting the requirements of the assignment
  - Limited in scope
  - Needs to be reasonable
  - *Required to be a subject of interest*

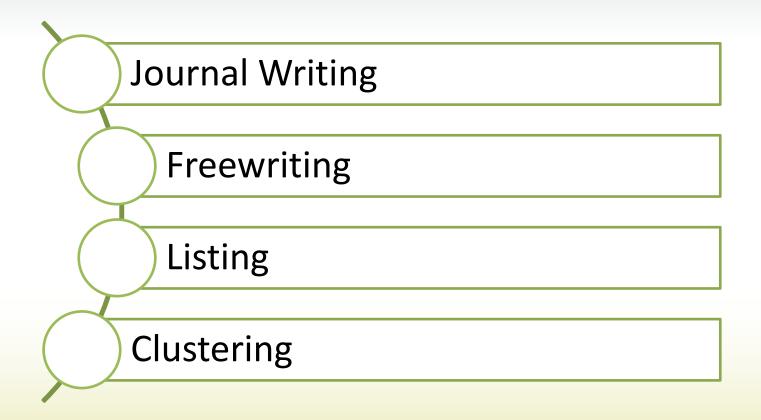
#### **Limit the Subject Area**

- Choose a topic related to the general area of study
- Allows it to be treated in detail within the length allowed for the assignment

#### **Steps in Finding a Writing Idea**

- Check the class notes and handouts
- Search the internet
- Refer indexes, guides, and other library references
- Discuss the assignment with an information specialist
- Use prewriting strategies

#### **Strategies to Generate Writing Ideas**



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#### **Researching a Topic**

- Strategies to determine prior knowledge about a writing topic
  - Focused freewriting
  - Clustering
  - Five W's of writing
    - Who? What? When? Where? and Why?
  - Directed writing
- Ask questions
  - List questions about the topic which the writer prefers to answer

#### **Identifying Sources**

- Give the required time
- Know the location for finding information
- Realize limits of the resources
- Use existing resources to find additional sources of information
- Seek help
- Bookmark useful Web sites

#### **Researching a Topic**

- Explore different sources of information
  - Primary sources lead to an in-depth and meaningful understanding of a topic
    - Interviews, observations, and surveys
- Carrying out a research
  - Use a variety of reliable sources
  - Select an efficient note-taking method
  - Evaluate and reflect on the research as it develops

### **SUMMARY**

- Writing is a process
- Chapter introduces the process and focuses on getting started on any writing project
- Provides numerous strategies for:
  - Understanding writing assignments
  - Deciding on a topic and exploring it

