

## The essay and assignment writing process

The writing process can be broken into **five stages**:

**1. Understand > 2. Plan > 3. Research > 4. Write > 5. Revise and edit**

**Understand** - What are you being asked to do? Identify and understand instructional words like *describe* or *analyse*. Study the marking schedule.

**Plan** - What are you going to include and how will it be organised? Use mind mapping, essay maps or a simple bullet point list. Refer to the marking schedule.

**Research** - What has been written about your topic? Make notes from recommended readings, journal articles and trustworthy websites. Revise your plan if needed.

**Write** - Refer back to the task and your plan. Use good essay and paragraph structure.

**Revise and edit** - Have you answered the question? Does it make sense? Get feedback from a fresh set of eyes. Make sure you have correctly referenced work where needed. Use an editing checklist.

