

Terminology for the Writing Process

- 1) Terms used by JCCC writing instructors and found in the following texts and handouts:
 - a) *Simon and Schuster Handbook for Writers* (SS)
 - b) Writing Center handouts (WCH) - available in LIB 308
- 2) Invention, Prewriting Strategies, or Creating Techniques - Ungraded writing to explore, discover, and focus or limit topics for a writing assignment.
 - a) Clustering-Branching ideas, subject tree: SS 2p; WCH
 - b) Mapping: SS 2j
 - c) Listing: WCH
 - d) Outlining: SS 2r
 - e) Journalist's questions or Reporter's Formula - Who, what, where, when, why: SS 2i; WCH
 - f) Cubing: WCH
 - g) Dialogues: WCH
 - h) Dramatizing: WCH
 - i) Quick drafting:
 - i) Free writing: SS 2g; WCH
 - ii) Sprint writing: WCH
 - iii) Looping: WCH
 - j) Questioning (tagmemics): WCH
 - k) Brainstorming: SS 2h; WCH
 - l) Journal writing: SS 2f; WCH
 - m) Classical: WCH
- 3) Reading and research - May come before and/or after the prewriting or invention step. Strategies for reading and writing about the reading.
 - a) Annotating - marginal notes (taking notes): SS 32
 - b) Outlining: WCH
 - c) Paraphrasing and summarizing: SS 31
 - d) Evaluating sources: SS 32l
 - e) Documenting sources: SS 35, 36, 37
 - i) MLA style
 - (1) <http://www.mla.org/>
 - (2) <http://webster.comnet.edu/mla/index.shtml>
 - (3) <http://www.dianahacker.com/resdoc/humanities/sample.html>
 - ii) APA style
 - (1) <http://www.apastyle.org/eleceref.html>
 - (2) http://campusgw.library.cornell.edu/newhelp/res_strategy/citing/apa.html
 - (3) http://www.dianahacker.com/resdoc/social_sciences/sample.html

- iii) Chicago/Turabian style
 - (1) <http://www.bridgew.edu/Library/turabian.htm>
 - (2) <http://www.dianahacker.com/resdoc/history/sample.html>
 - iv) American Anthropological Association: <http://www.aaanet.org/aa/styleguide.htm>
 - v) American Sociological Association:
<http://www.buffalostate.edu/~library/research/asa.pdf>
 - vi) Council of Biological Editors:
<http://www.dianahacker.com/resdoc/sciences/sample.html>
 - vii) MLA, APA, and other styles
 - (1) <http://owl.english.purdue.edu/>
 - (2) <http://www.liu.edu/cwis/cwp/library/workshop/citation.htm>
- 4) Planning and drafting
- a) Thesis: SS 2r; WCH
 - i) The term focus is used by some instructors.
 - ii) Aristotelian thesis and the five-paragraph essay: the thesis breaks the subject into three parts and the three body paragraphs cover/support each part.
 - b) Aim or purpose: Modes for developing personal experience writing are description and narration.
 - i) Expository writing: writing that informs/instructs, advises, or discovers solutions. Modes for developing include description and narration but also definition, classification, comparison/contrast, cause/effect.
 - ii) Argument: also persuasive - also classical rhetoric - the terms for persuasive language are defined in both texts and in a handout in the Writing Center.
 - c) Audience: (SS 1d)
 - i) Who is the reader? For whom is the writing intended?
 - ii) Discourse community: refers to academic discipline or specific group in which one writes.
- 5) Revision; radical revision: refers to the stage in which the writer adds, deletes, changes, and moves text to improve organization, enhance development, and increase readability. This stage should include peer critiquing, peer editing, reader response/reader feedback (SS 3d) or collaborative learning. Editing refers to correcting grammar, usage, clarity, and punctuation. Proofreading refers to the correcting of mechanical errors (SS 3e).

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