

## Lesson 1.6: The Writing Process

### Prewriting: Evaluating and Revising

After you have finished your first draft, it is time for you to evaluate it, using the following five standards inshaAllah.

- ⇒ Check to make sure that the writing has a clearly stated main idea.
- ⇒ Make sure that the main idea has been supported with details.
- ⇒ Reread the draft to make sure that the order of the ideas makes sense.
- ⇒ Also, be sure that the connections between ideas and sentences are clear using the proper words of transition.
- ⇒ Check to make sure that the writing is interesting and that it grabs and holds the reader's attention.

Most writers find that evaluating their own work can be a difficult process. You can ask a peer—a friend or another writer—to evaluate your work, also. Here are a few guidelines to you when starting to evaluate your own piece of writing.

#### Self-Evaluation

1. Set your draft aside for a little while before evaluating it.
2. Read your paper at least 3 times. First, read to check its content. Next, read to check its organization. Finally, read to check its style.
3. Read your draft aloud. Listen for any awkward or unclear spots that need additional information or clarity.

#### Peer-Evaluation

1. Tell the writer something good about the paper you are reviewing.
2. Focus on the content and organization.
3. Ask helpful questions and make suggestions – “Can you explain this point more clearly?” or “Can you add more details or examples to emphasize this point?”
4. Offer constructive Feedback. Encourage the thought process without providing your own ideas which may alter the writer's writing style.

Here is another option for print to help

[http://www.readwritethink.org/files/resources/lesson\\_images/lesson261/peer.pdf](http://www.readwritethink.org/files/resources/lesson_images/lesson261/peer.pdf)

### Exercise 7: Practicing Peer Evaluation

In your notebook, write an evaluation of one of the pieces of work that you have completed in your journal. Use the five standards of good writing and the tips for peer evaluation. Submit the original and your evaluation after revision inshaAllah.

## Lesson 1.6.2: The Writing Process

### Prewriting: Evaluating and Revising

You are well on your way to publishing your paper walhamdulillah, but first we must take the time after you've evaluated your piece of writing to revise it inshaAllah. To do this we will follow "Four" techniques chart below: *adding, cutting, replacing, and reordering*.

#### Revision Techniques

<b>Add</b>	Add words, phrases, sentences, or paragraphs where needed.
<b>Cut</b>	Take out repeated or unnecessary words or ideas.
<b>Replace</b>	Replace weak or awkward words with more precise and vivid language.
<b>Reorder</b>	Move words, phrases, sentences, and paragraphs into more logical order.

### Exercise 8: Revising a piece of Writing

Read the journal writing that you evaluated for exercise 6. Evaluate it again carefully as you read it. Then revise it, using techniques in the chart above. Rewrite your revised journal writing in your notebook and submit the completed copy.

#### Additional tips for support:

As stated before it can be a difficulty to writers when evaluating or revising their own work. To help you with this process we offer the following tips:

#### Ask questions for evaluation

1. Does the writing express an experience and give details about what happened? If not, what experience might be identified and what details might be added?
2. Does the writing include details about people, places, and events? If not, what sensory details might be added?
3. Does the writing include details about thoughts and feelings? If not, what details might be added?
4. Does the writing show that the writer cares about the reader? If not, what details might be added or changed?

Finally, look for the strengths and weaknesses; give yourself the chance to make your writing better. Check your (introduction, the conflict, grab the attention of the reader, the setting, appropriate for your audience level (age), mood, characters, informal dialogue, climax or excitement, satisfying ending, and how the problem was resolved.)