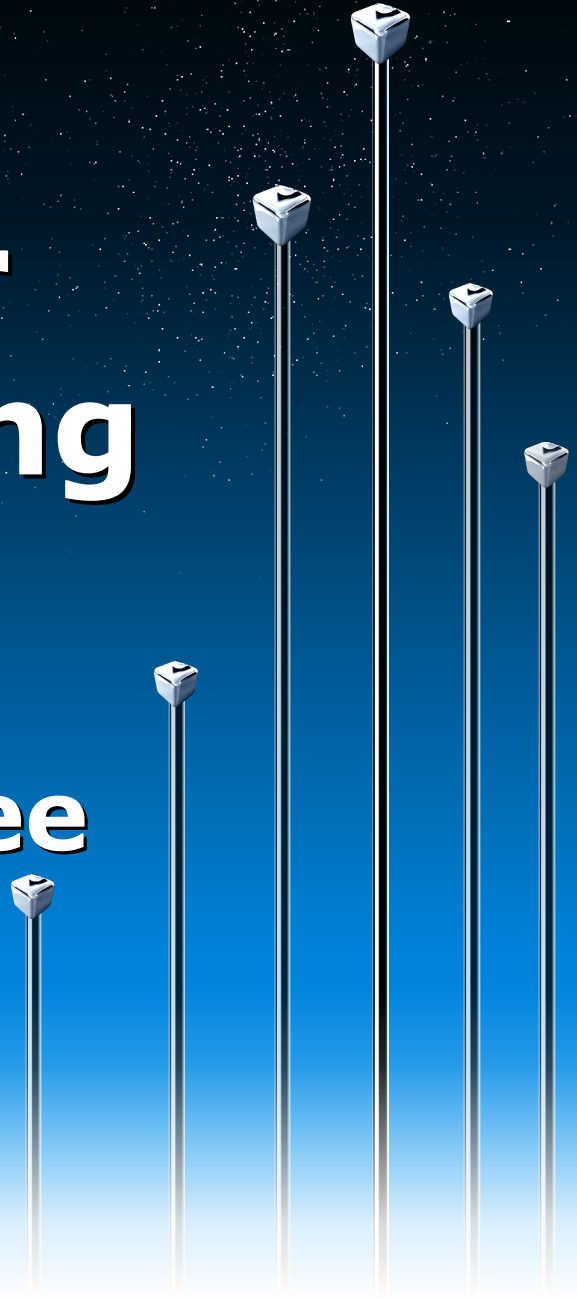


# Strategies for Effective Writing

Laura Lee





# Think & Plan

Writing in its broad sense---as distinct from simply putting words together on paper---has 3 steps:

thinking about it, doing it and doing it again (and again and again, as often as time will allow and patience will endure)





**1**

**Structure**

**2**

**Content**

**3**

**Coherence and cohesion**

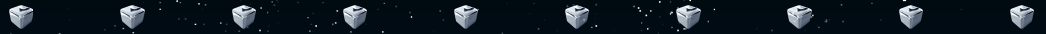
**4**

**Language**





# Structure



**1**

**Para 1 function**

**2**

**Para 2 content & language**

**3**

**Para 3 function**





## Connections among main points



提出几点建议：与父母多交流，换位思考，与他们搞好关系

Frequent communication would clear up misunderstanding between you and your parents. But sometimes, it is just not enough. If you put yourself in their shoes and see things in their perspective, I believe the tension will be eased and thus a better relationship formed as well.





## **Failing to credit readers' intelligence:**

- A. Don't define what is common knowledge
- B. Don't spell out what is clearly implied
- C. Don't open up the topic you will not develop.



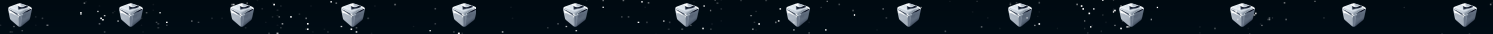


## Theme-centered

Few of the things of I lost an be found again. When I found my lost gift, you can guess how excited I was. **It is an ugly pen**, but just because it is the gift my friend gave me, it became important to me.

It was a night before a test. I was just about to sleep when I suddenly found my diary gone. I jumped off my bed and began to search every place in my room. However, no result. **Due to the test of the next day, i have to put off my searching**. After the test, I told my friend about my missing diary.....



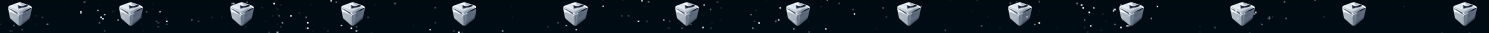


## **Convincing; Common Sense**

From the experience, I've learned that material things do not belong to us. What we can possess is our spirit.







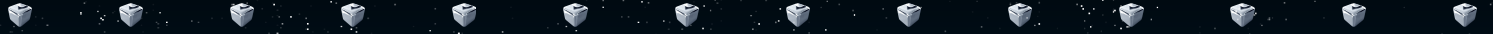
# Self-reflection

Who are you?

What are you doing ?

What are you supposed to be doing?





# Coherence & Cohesion

**1**

**among paragraphs**

**2**

**among major points**





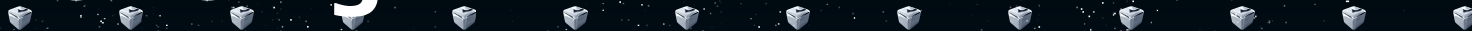
# Revising

When you revise, you put yourself in the reader's place. To revise effectively, force yourself to **read slowly**. Reading aloud not only slows you down, it **distances you from the words**, contributing to that **objectivity**, which successful revision requires.





# Revising



Moreover, it brings another sense to bear: you **hear** your article as well as you **see** it.

**Ears** are often **more trustworthy than eyes**. They **detect an awkwardness** in sentence structure or **a jarring repetition** the eyes pass over.

Even if you are not exactly sure what's wrong, you hear that something is and you can **tinker with** the sentences **until they sound better**.





# Tips to Remember

**1**

**make brainstorm a habit**

**2**

**write an outline**

**3**

**revise through reading**

**4**

**keep a commonplace book and a journal**





# Commonplace Book



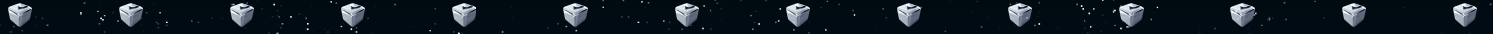
a commonplace book is a record of things we have read or heard and want to remember: a proverb, a remark by a writer of unusual sensibility, a witty or wise saying, or even something silly or foolish or crass.

Most important, keeping a commonplace book will give you **new perceptions and ideas and feelings**. It will **help you grow**.



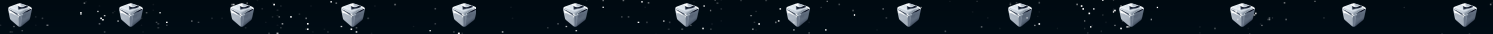


# Journal



A journal **collects your own experiences and thoughts** rather than quotations. You have to look honestly and freshly at the world around you and at the self within. And that means you have to **wrestle with words** to tell what you see and what you feel. **A journal captures your experiences and feelings.**





# Thanks!

**Laura Lee**

Your company slogan

