

## Writing 199 | Spring 2013

### *Final Assignment*

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For your final assignment, I'd like you to create your own Writer's Manual. Please select passages from your papers (drafts or final versions) that best illustrate the element described in the questions below. Please provide full responses to each of the questions (use complete sentences) with specific examples. The fuller and more specific your responses are, the more useful they will be to you in the future. I would like you to try to use different examples for each response, though I understand that you might need to reuse examples for different prompts. If you cannot find an example of the writing element that the prompt identifies, make one up!

Along with your manual, please proofread and polish your three papers from this semester and copy them into the same document as your manual. This assignment is due (via email to me and as a Google Doc shared with Professor Viti) by *May 13, 2013*.

#### **Introductions**

- Transcribe a successful introductory paragraph. Identify its elements (strong opener, context, thesis).
- Transcribe an introductory paragraph that didn't quite work. What are its weaknesses?

#### **Theses**

- Transcribe a strong thesis statement. Can you identify elements in it that make it a strong thesis?
- Transcribe a weak thesis. Why is it weak?

#### **Topic Sentences**

- Transcribe a successful paragraph opener. What makes it work?
- Transcribe a weak paragraph opener. What goes wrong?

#### **Logical Sequence of Sentences in a Paragraph**

- Transcribe a paragraph that unfolds logically (perhaps around a complicated economic concept or argument). Describe how it's put together.
- Transcribe a paragraph that stumbles as it goes forward. Identify the problem.

### **Conclusions**

- Transcribe a successful concluding paragraph. Identify its elements.
- Transcribe a concluding paragraph that didn't quite work. What are its weaknesses?

### **Concision and Wordiness**

- Identify TWO examples of sentences/paragraphs that are unnecessarily wordy. Rewrite these sentences/paragraphs in more concise language.

### **Passive Voice**

- Transcribe a passive tense sentence from one of your drafts. Rewrite this sentence (on your own or from a later draft) and explain why the active tense creates a stronger sentence.

### **Integration of Secondary Sources**

- Locate and transcribe two sentences that integrate secondary source material. What strategies did you use to integrate these sources into your essay?

### **Transitions**

- Locate and transcribe the final sentence of one paragraph and the opening sentence of the next paragraph in order to give an example of a successful transition between paragraphs. What strategy did you use and why is it successful?
- Locate and transcribe the final sentence of one paragraph and the opening sentence of the next paragraph in order to give an example of an unsuccessful transition between paragraphs. What's the problem?

### **Grammar**

- Locate and transcribe two different grammar mistakes that you've made more than once (i.e. verb tense, article usage). Revise the sentences.

### **Word Choice**

- Locate and transcribe one instance where you changed a particular word choice and the reasoning behind the change.

### **Colloquial language**

- Locate and transcribe one instance where you used colloquial language. Please describe how you changed the language to make it more academic.

### **Outlining Process**

- Briefly describe the development of your outlining process over the semester. Transcribe an outline (this can be pulled from the draft process or created in reverse by looking back at your papers) that has smooth, logical organization. Why is it successful? Transcribe a weaker outline. How could your organization be improved?

Please complete this sentence:

*I'm sitting down to write my first paper next semester, and I am going to remember ...*