



Ideas for Planning and Reviewing Your Writing



Grade 12

Ideas for Planning Your Writing

To plan and organize your writing, you could do one or more of the following:



Brainstorm

List lots of ideas related to your topic; then choose which ones you want to use.



Draw

Draw a picture or a diagram of your topic or your ideas.



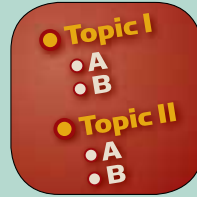
Web

Organize your thoughts by drawing lines between ideas to connect them.



Imagine

Imagine talking about your topic with someone to sort out your ideas.



Outline

Organize your ideas into main points and subpoints.

Ideas for Reviewing Your Writing

To review what you have written, you could think about the following:



Purpose

Have I said what I want to say about the topic?



Organization

Are the sections of my writing clearly connected and in the right order?



Clarity

Will my audience understand what I wrote?



Development

Do I need to develop my ideas by adding details or do I need to take out some details?



Correctness

Have I checked for correctness in grammar? Punctuation? Spelling?