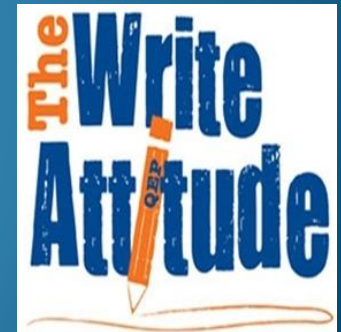


# Check Yourself: Revising

Presented by QEP and SSU Writing Center

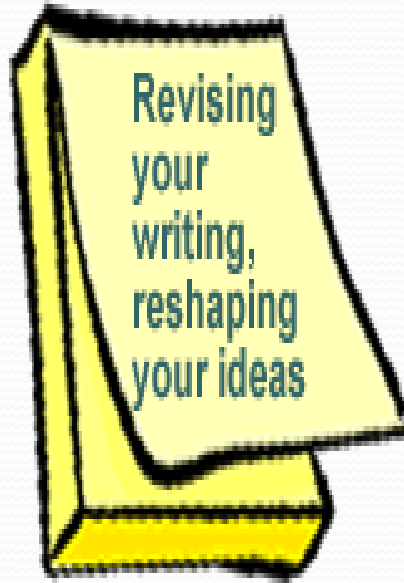


# The Writing Process

- Pre – Writing
- Drafting
- *Revising*
- Editing
- Publishing



# Revising



- ✓ Read over the essay again.
- ✓ Think about what others have said about your essay—especially during peer tutoring sessions.
- ✓ Rearrange words or sentences, phrases or even entire ideas.
- ✓ Take out or add information.
- ✓ Check organization, accuracy of information, and coherency of essay.

# Revising Questions

When revising, there are a number of questions you'll have to ask about your paper. The following are questions about different aspects of your paper that will get you started in the revision process.

# Examine the Balance

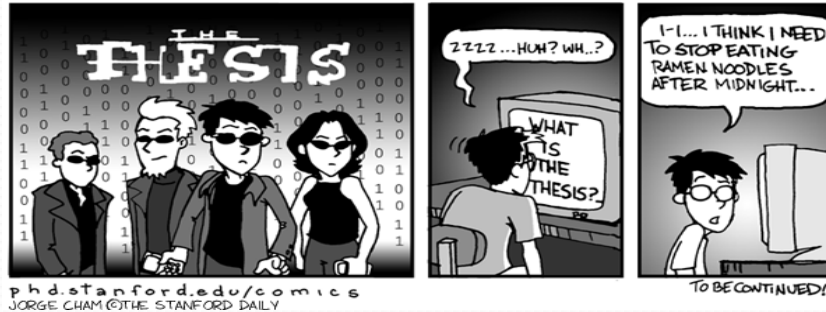


- Do you spend enough time on one trivial point and not enough on the important ones?
- Do you give lots of details early on but allow the paper to get thinner as you continue?

# Check That You Have Kept Promises to Readers.

Does the paper...

- ...follow through on the thesis?
- ...support all the claims in the thesis?
- ...have a tone and formality appropriate to your audience?



Remember:

- A thesis makes a claim or an argument that another might dispute.
- A thesis points out reasons behind the said claim or argument.
- A thesis, in a nutshell, tells the reader what to expect from the paper.

# Check the Organization

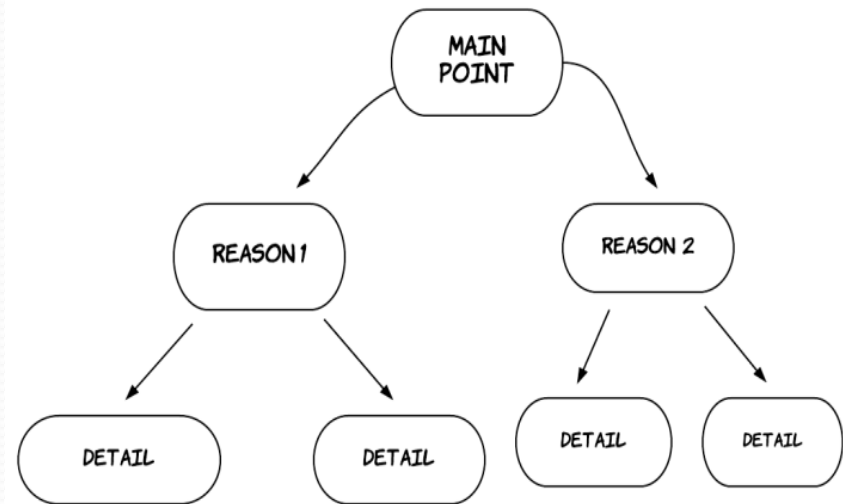
- Does your paper follow pattern?
- Do you use effective transitions to take you from one point to another?
- Are your topics introduced properly?
- Would your paper read better if you moved things around?



# Check the Organization

## Outlining

- Make an outline of your paper as is.
- Examine the outline.
  - Is there coherence?
  - Problems with repetition?
  - Concerns with overall logic and transitions?
  - Does it answer the prompt?





# Check the Organization

## Sectioning it Out

Write out section headings and put paragraphs under each.

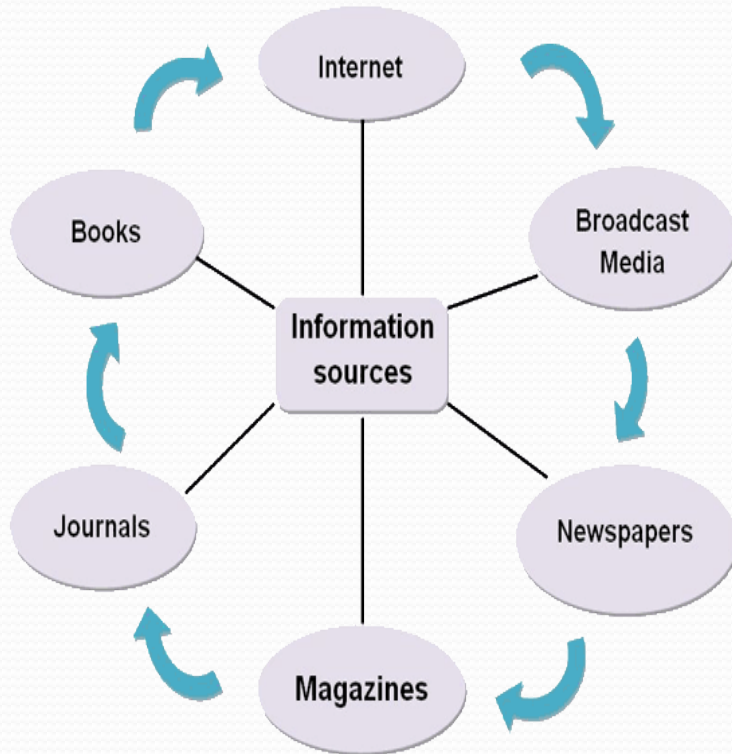
Examine each section:

- Can you distinguish between the paragraphs?
- Do the sections follow a logical order?
- In what order do you want to appear each section?

Look at the entire argument.

- Which section do you want to appear first?

# Check your Information



- Are your facts accurate?
- Are any of your statements misleading?
- Have you provided details that corroborate your findings?
- Is everything cited correctly?

# Check your Conclusion

- Does the last paragraph tie the paper together?
- Are you simply repeating what you've written in the earlier paragraphs?
- Do you briefly go over your main points again and remind the reader of the overall thesis and argument of your paper?

The word "Conclusion" is rendered in a large, bold, black 3D font. The letters have a slight shadow beneath them, giving them a three-dimensional appearance. The word is positioned on the right side of the slide.



**Any Questions?**

**Need me to return to a slide?**

# Proofreading/Editing

# What is Proofreading?

- Examining your text carefully to find and correct typographical errors and mistakes in grammar, style, and spelling

# Proofreading: The Process

- **Step One:** Before proofreading make sure that larger aspect of the paper have been revised (i.e. content, organization, style, etc.)
- **Step Two:** It is best to work from a hard copy of the paper, read the paper aloud and make notes or marks along the way to indicate and error.
- **Step Three:** Go back and correct the errors you found.

# Proofing vs. Editing:

## Proofreading

- To examine the text, looking for spelling errors, punctuation errors, typos and obvious errors.

## Editing

- To examine the text with the intention of improving the flow and quality of writing which requires:
  - Freedom to omit entire sentences and rewrite paragraphs
  - Correcting grammatical errors



# Additional Resources

Session II

# SSU Writing Center

- We work on a one-to-one basis on any writing project – from brainstorming to revision to final touches. We work on essays, lab reports, resumes, formal letters of all types, master's theses, work for publication, etc.
- We help everyone on campus.
- We identify your strong and not-so-strong writing habits and help you perfect your strengths and improve your potential strengths.
- We focus on Writing Across the Disciplines to include math, science, history, etc.
  - Faculty Writing Fellows

# The Writing Center Does Not...

- Edit or change your ideas or words
- Type or write your work
- Take dropped off papers
- Determine or influence your grade (professors do!)

# Writing Center Tips

- Plan to spend 30-60 minutes with your Writing Coach.
- If you know you need to print the paper you wish us to help with, come a few minutes early so it's printed before your 30 minute appointment starts.
- If you plan to use our computers, know your SSU login.
- Bring your syllabus or writing assignment/guidelines.

# SSU Writing Center Contact Info

- Location: Payne Hall, Room 201
- Phone: 912-358-4495
- Email: [ssuwritingcenter@savannahstate.edu](mailto:ssuwritingcenter@savannahstate.edu)
- Hours: 8:00am to 6:00pm; 1st appt – 8:30am, last appt – 5:30pm
- Appointments work best: midterms, finals, presentations, & professor-required visits fill up our time quickly

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- Smarthinking is designed to assist secondary, post-secondary, and graduate students become stronger writers.
- Students receive a detailed, personalized critique of any written assignment, such as an essay, paragraph, report, or creative work.
- When applicable, students can select specialists such as ESL, Technical Writing, or Creative Writing experts.
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- All students of Savannah State already have activated accounts. To log in, your username is your Savannah State email address (johndoe@student.savannahstate.edu); your password is ssu.
- If you need any assistance logging in, please contact Ms. Duncan at 915-358-3151.



# Questions?



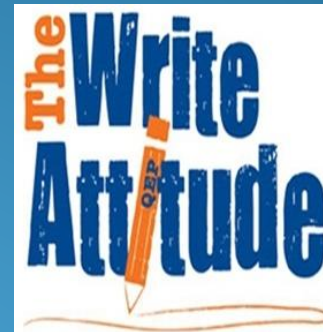
# Connect with us



Payne Hall Room 201

912-358-4495

[ssuwritingcenter@savannahstate.edu](mailto:ssuwritingcenter@savannahstate.edu)



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