

محاضرة رقم 1

التربية للعلوم الانسانية	الكلية
اللغة الانكليزية	القسم
Academic Writing from paragraph to essay	المادة باللغة الانجليزية
الكتابة	المادة باللغة العربية
الاولى	المرحلة
م.م عبير عادل سحاب	اسم التدريسي
Introduction / process writing	عنوان المحاضرة باللغة الانجليزية
محاضرة تمهيدية/ خطوات الكتابة	عنوان المحاضرة باللغة العربية
1	رقم المحاضرة
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محتوى المحاضرة

Introduction / process writing

In this unit you will learn about...

process writing, the writing methods used in most English speaking university classes. Here are some words that are important for understanding the writing process:

1. Step.....One thing in a series of things you do
2. Topic..... subject; what the piece of writing is about
3. Gatherto find and collect together
4. Organizeto arrange in a clear, logical way
5. Paragraph.....a group of related sentences
6. Essay a short piece of writing at least three paragraphs long
7. Proofread.....to check a piece of writing for errors

8. Edit..... to change or correct a piece of writing.

The six steps of the writing process

Pre-writing

1. **Step one**: before you write, your teacher gives you a specific assignment or some ideas of what to write about. If not, choose your topic yourself.

2. **Step two**: when you have a topic, think about what you will write about that topic.

3. **Step three**: decide which of the ideas you want to use and where you want to use them. Choose which idea to talk about first, which to talk about next, and which to talk about last.

Drafting

4. **Step four**: write your paragraph or essay from start to finish. Use your notes about your ideas and organization.

Reviewing and revising

5. **Step five**: Check what you have written. Read your writing silently to yourself or aloud, perhaps to a friend. look for places where you can add more information and check to see if you have any unnecessary information. ask a classmate to exchange texts with you. Your classmate reads your texts and you read hers or his. Getting a reader's opinion is a good way to know if your writing is clear and effective. Learning to give opinions about other people's writing helps you to improve your own. You may want to go on to step six now and revise the structure and content of your text before you proofread it

Rewriting

6. Step six:

***Revise structure and content.** Use your ideas from step five to rewrite your text making improvement to the structure and content. You might need to explain something more clearly, or add more details. You may even need to change your organization so that your text is more logical. Together, step five and six can be called editing

***proofread.** read your text again. This time check your spelling and grammar and think about the words you have chosen to use.

***make final corrections.** check that you have corrected the errors you discovered in step 5 and 6 and make any other changes you want to make. Now your text is finished