

# Write Placer: Step-by-Step

When you take WritePlacer, you do not need to have any special knowledge. However, you must be strategic in how you go through the writing process if you want to do your best.

## Writing Tips

### Budget Time

- Do not take the test on a day when you are in a hurry. If you rush, you will not do your best work.
- Give yourself about an hour to plan, write and proofread your essay.

### Read

- Carefully read the essay prompt.
- Pay close attention to the topic and any key words.

### Think

- Create brainstorming notes on a piece of paper to help you organize your thoughts.
- Choose a position. When you are in an argument or asked to write about one, you must choose a side. For your essay, choose the side that will be easiest for you to defend because you will have more to write.
- Brainstorm at least three points to explain why the side you chose is a good one. Each point will become a different paragraph.
- Think of details to back up each of your points. Provide as many supporting details as possible from personal experience, others' experiences, common sense reasoning, books you have read, things most people know to be true, news stories, movies, events in history, etc.
- When putting together your points and supporting details. Ask yourself, "Do they all make sense and sound reasonable?"
- Go back and re-read the writing prompt. Ask yourself: "If I use these brainstorming notes to write my essay, will I answer the prompt?"

### Write

- Use your brainstorming notes to write a 300-to-600 word essay that has a beginning (introduction), multiple middle paragraphs (body), and an end (conclusion).
- Think of how to start your essay. Your introduction does not have to be long, but it should mention the topic as it is discussed in the prompt and include the position you have taken.
- Only write about one of your points in each body paragraph. The discussion in the paragraphs should contain the supportive details.
- Use your brainstorming notes to help you stay on topic throughout your entire essay.
- Use a conclusion to wrap up your thoughts, echo the ideas you used in your introduction, and leave the reader with something to think about.

### Review

- Go back and review the writing prompt? Ask yourself: "Does my essay answer the prompt?"
- Read your essay through at least twice, answering the following questions:
- First Read: Are my ideas clear and logically arranged? Do I have enough support for my points?
- Second Read: Are my sentences grammatically correct? Are they easy to read and understand?
- Make any necessary revisions before submitting your essay.