

White Station Elementary

5 Step Writing Process

Step	Description	Strategies
Prewriting	An activity that causes the writer to think about the prompt/topic. The writer organizes thoughts before writing. (Get ideas down on paper)	Brainstorming Graphic organizers Research Read Text Listing
Drafting	The process of organizing thoughts into sentences and paragraphs.	Taking notes Organizing thoughts into paragraphs Writing a first draft
Editing	Mechanical, grammatical and spelling errors are fixed in the writing piece.	Checklists Rubrics Editing Checklists Proofreading
Revising	The process of refining the piece of writing. The writer adds to a writing piece. The writer reorganizes a piece of writing. The writer shares story and gets input.	Peer editing Conferencing Share Chair Author's Chair
Publishing	The writing piece is prepared in final form, including illustrations. The writer shares writing with others.	Reading aloud Reading to a group Displaying in the room Printing the books Web publishing

Revise

Use **GREEN** Pen



Edit

Use **RED** Pen



A Add sentences
and words

C Capitalization:
sentences, names,
places, months, titles, I

R Remove
unneeded words
or sentences

U Usage:
match nouns and
verbs correctly

M Move a
sentence or
word placement

P Punctuation:
. ? ! , " "

S Substitute words
or sentences
for others

S Spelling:
check all words,
use your resources