Drafting and Revising Essays

Now that you’ve brainstormed about your educational experiences, you’re ready to draft your first essay. The following suggestions and tips can help make your writing more structured, cohesive, and interesting to readers.

Make Careful Observations

A strong memory and careful observations can make your writing exciting and descriptive. Before you begin writing, take a moment to recall the precise details of the person, place, or event that you’re describing. Include those details in your writing to keep your readers fully engaged.

Order Your Paragraphs Logically

Make sure your essay has a clear beginning, middle, and end. Arrange your paragraphs in logical order to give your audience a structured path to follow while reading.

Create a Strong Voice

Learning how to recognize your own voice will help your writing immensely. Ask yourself: Do I like to describe events using sensory details? Do I like to use metaphors or similes in my writing to describe my thoughts? What is my tone? Once you learn to listen to your voice, it will help all of the elements of your essay work together and will favorably influence the reader’s experience.

Revise Your Essay

Once you’ve finished writing your essay, take some time to carefully reread your work. Revise your work accordingly and ask yourself the following questions:

• Have I fully answered the main question of the essay?
• Does my essay include vivid details that will help my readers form strong images?
• Do the sentences in my paragraphs work together to clearly express one main idea?
• Have I included transitional words or phrases that connect my paragraphs?
• Are the events described in my essay presented in a clear, chronological order?

Proofreading Checklist

After you’ve revised your essay, carefully examine each word, phrase, and sentence to make sure there aren’t any spelling, grammatical, or punctuation errors. The following checklist will prevent you from making common mistakes in your writing:

• Have I corrected any sentence fragments?
• Do my verbs agree with their subjects?
• Have I used the correct form of each pronoun?
• Have I used standard punctuation throughout my work?
• Is every word spelled correctly?

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