people who do not like writing or do not think of themselves as good writers, writing assignments can be stressful or even intimidating. And of course, you cannot get through college without having to write—sometimes a lot, and often at a higher level than you are used to.

No magic formula will make writing quick and easy. However, you can use strategies and resources to manage writing assignments more easily. This section presents a broad overview of these strategies and resources. The remaining chapters of this book provide more detailed, comprehensive instruction to help you succeed at a variety of assignments. College will challenge you as a writer, but it is also a unique opportunity to grow.

**Using the Writing Process**

To complete a writing project successfully, good writers use some variation of the following process.

**The Writing Process**

- **Prewriting.** In this step, the writer generates ideas to write about and begins developing these ideas.

- **Outlining a structure of ideas.** In this step, the writer determines the overall organizational structure of the writing and creates an outline to organize ideas. Usually this step involves some additional fleshing out of the ideas generated in the first step.

- **Writing a rough draft.** In this step, the writer uses the work completed in prewriting to develop a first draft. The draft covers the ideas the writer brainstormed and follows the organizational plan that was laid out in the first step.

- **Revising.** In this step, the writer revisits the draft to review and, if necessary, reshape its content. This stage involves moderate and sometimes major changes: adding or deleting a paragraph, phrasing the main point differently, expanding on an important idea, reorganizing content, and so forth.

- **Editing.** In this step, the writer reviews the draft to make additional changes. Editing involves making changes to improve style and adherence to standard writing conventions—for instance, replacing a vague word with a more precise one or fixing errors in grammar and spelling. Once this stage is complete, the work is a finished piece and ready to share with others.

Chances are, you have already used this process as a writer. You may also have used it for other types of creative projects, such as developing a sketch into a finished painting or composing a song. The steps