

How good am I at managing writing tasks?

On the chart below, tick the appropriate box and rate how well you perform the skill.
(9 = excellent, 1 = weak/needs a lot of work).

| Do I know... | Yes | I just need practice | Not sure | No | Rating |
|--|-----|----------------------|----------|----|--------|
| • How to get into the habit of writing? | | | | | |
| • How to get started on a piece of writing (or overcome 'writer's block')? | | | | | |
| • What an essay is? | | | | | |
| • A procedure for writing essays | | | | | |
| • How to analyse assignment questions? | | | | | |
| • How to organise information? | | | | | |
| • How to use and organise concepts? | | | | | |
| • How to structure an essay? | | | | | |
| • How to write good paragraphs? | | | | | |
| • How to write a persuasive argument? | | | | | |
| • About different writing styles? | | | | | |
| • How to use personal experience in writing? | | | | | |
| • How to draft, edit and proof-read? | | | | | |
| • How to present my writing? | | | | | |
| • What gets good marks? | | | | | |
| • How to use feedback to improve my marks? | | | | | |

What are the two main priorities for improvement in your next piece of writing? Highlight these two in colour. Repeat this self-evaluation when your next piece of writing is returned, using the tutor's feedback.