

**21W.011      Fall 2015**

**COMPLETING THE TERM: FINAL SUBMISSIONS; FINAL LETTER**

Due: With Revision #3 by the end of Thurs. 12/10.

For final submissions, include revision #3 and a final letter (1 pg.).

Your final letter (two or three paragraphs) should describe:

(1) changes you made in revision to your grant proposal (#3)

(2) how you have seen your writing (**process** and **product**) and communication skills improve over the course of the term. You may want to focus on such aspects of writing and communication as (no need to cover all points):

pre-writing (brainstorming, crafting proposals and outlining)

the revision process

writing engaging introductions and conclusions

crafting clear and persuasive prose

supporting claims with evidence

using secondary sources effectively

organizing an essay

editing at the paragraph and sentence-level (e.g., correcting for overuse of “being” or passive verbs, run-on sentences, grammatical errors, etc.)

learning to write in new genres (e.g., grant proposal)

learning to use new elements in an essay (e.g., epigraph quotations)

commenting on your peers’ writing

preparing for and delivering oral presentations

What aspects of your writing do you want to continue to work on? (This last question concerns both academic writing and creative writing - fiction and nonfiction).

Note: The final letter should take you no more than a half hour to complete. I am not looking for mini-essays!

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21W.011 Writing and Rhetoric: Rhetoric and Contemporary Issues  
Fall 2015

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