

Writing L4WLO1

Generating a Writing Plan

Learning Outcome 1: Use pre-writing strategies to generate and develop ideas and make a plan before writing

EXPLORING WRITTEN ENGLISH

LANGUAGE FOR WRITING Generating Ideas Before Writing

Before you start to write a text, you need to think of some ideas that you could use in it. There are many different techniques that you can use to do that. For example:

- listing, which involves making a list of ideas.
- clustering, which involves writing down ideas in groups that are connected to each other.
- free writing, which involves writing down any thoughts that come into your head when you think of the topic.
- using T-diagrams, which involves writing one main idea or topic and then writing a list of connected ideas coming from that main idea or topic.

A Read the comments from students. Match them to the techniques in the Language for Writing box.

1. "It's helpful to think of all the main aspects of a topics and then make notes about each one."

2. "If I can't think of any ideas right away, I just stop and think and write whatever comes into my mind when I think of the topic." _____
3. "I find this way of generating ideas useful if you want to make notes on the advantages and the disadvantages of something in a diagram." _____
4. "I know that some people think you should organize your ideas into groups in diagrams, but I prefer to just make a simple list of them." _____

B Work in pairs. Think about the techniques for generating ideas that you use. Discuss the questions.

1. Which technique(s) do you use the most often when you're generating ideas before writing a text? Why do you use it/them?
2. Which technique(s) that you haven't used yet would you like to try in the future? Why?

EDITING PRACTICE Selecting the Most Relevant Ideas

Once you have generated some ideas for your text, you then need to select the most relevant ideas that you could use in it. Some of the ideas you have written down may be interesting, but they might not be relevant to the writing task you have. Go back to the writing task or the title of the text you need to write and look carefully at it. Use this to help you decide what the relevant ideas are and highlight or circle these. You can also think about the best order for your ideas in your text while you are doing this.

C Read the text in the Goal box below. Make notes on what information or ideas would be relevant to a text with that title.

WRITING TASK

GOAL You are going to write a text with the following title:

How important is it for students to take part in extra-curricular activities, such as sports, outside of their studies?

PLANNING A Use a technique for generating ideas to think of some ideas that you could include in your text. Then, from those ideas, identify the most relevant ones that you could use in your text. Make notes for your text.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

- ☐ Did you include a range of ideas about the topic of the text?
- ☐ Did you only include relevant information and ideas?
- ☐ Did you present your ideas in a clear and logical way?
- ☐ Did you use vocabulary and grammar correctly?