

Issues to Consider When Creating Writing Assignments

1. Purpose of the writing task, e.g.
 - a. Demonstrate mastery of a concept
 - b. Begin to think about relevant issues or ideas
2. Background knowledge of the topic required
 - a. Culturally embedded knowledge
 - b. Historical knowledge
3. Background knowledge of the writing requirements required
 - a. Specialized terminology
 - b. General academic conventions
 - c. Discipline-specific conventions
4. Audience and situation, e.g.
 - a. Informal journal entry
 - b. Letter to a peer
 - c. Letter to the instructor
 - d. Formal article for peer-reviewed journal
5. Scope of the assignment
6. Timeline
7. Sources
 - a. Required? Optional? Prohibited?
 - b. Primary? Secondary?
 - c. How many?
 - d. What kinds?
 - e. Role?
 - f. Documentation style
8. Your preferences
 - a. Formatting requirements
 - b. Documentation style
 - c. Usage peeves: i.e. first person/second person, serial commas