

How to Use these Modules Most Effectively

These writing modules include:

- A voiced lecture;
- Supplement(s);
- Writing options;
- Writing aids.

Supplement

The **supplement(s)** are downloadable pdfs that contain:

- Additional **discussion** of the lecture's points;
- **Examples** that further explain or illustrate concepts discussed in the lecture;
- **Resources**, such as books, articles, and websites, that you can refer to additional information.

Writing Options

The concept behind the Writing Option section is that by completing the assignments, you will learn to better analyze your own and others' writing, which should enable you to make better informed choices in terms of language, style, tone, and organization.

You can choose any of the three options, or you may choose to submit your own work. You can also vary options per week; that is, you may wish to work on Option 2 for week 1, but then change to Option 3 for Week 2, etc.

Due dates

Each assignment is due the week following; in other words, the assignment for week 1 is due at the end of week 1; for week 2 is due the end of week 2, etc.

Feedback on Assignments

The **feedback** on questions and writing is typically in the form of questions, so that you can think more critically and deeply about what you're trying to accomplish with your writing. We do point out grammatical errors as well and refer you to various sources you can use to address these issues.

To take full advantage of the modules, you may wish to:

- Listen to the module without taking notes, paying attention to the examples in lecture;
- Review the supplement, marking important points or questions;

- Re-listen to the lecture with supplement in hand;
- Begin working on the weekly assignment.

We recommend that you begin work on the assignment soon after you've finished listening to the lecture and reading the supplement; however, because the writing process involves problem-solving, we encourage you to not try and finish each assignment in one sitting, but rather to take your time and ponder the lecture and supplement and the questions asked.

Because any class cannot begin to answer all questions or cover all concepts, you're encouraged to **ask questions when they occur to you**. Part of the interactivity of this class is the questions and answers, in addition to the feedback you get on your written work.

Finally, while you have only one week per module, we hope that the supplements will allow you to continue to continually assess your writing and your goals in writing.

Writing Aid

The writing aids are simply rubrics, which are tools you can use when you have other writing tasks to accomplish. We encourage you to add to these with your own questions that you think may be helpful.

The questions in the writing aid are designed to get you to think more critically about your own writing.