

# The Writing Process

3rd Grade

Plan, draft, revise, edit, publish — with what to actually do at each step.

1

## PLAN

*Before any sentences*

- Who is this for?
- List your ideas — messy is fine
- Put them in order

2

## DRAFT

*Get it all down*

- Write fast, don't stop
- Skip the spelling worry
- Leave gaps and keep going

3

## REVISE

*Change what it says*

- Add detail where it's thin
- Cut what repeats
- Reorder so it flows

4

## EDIT

*Change how it looks*

- Capitals and full stops
- Spelling
- Read it aloud once

5

## PUBLISH

*Share it*

- Neat final copy
- Title and your name
- Read it to somebody

### REMEMBER

Revising changes the ideas. Editing changes the spelling. Never do both at once.