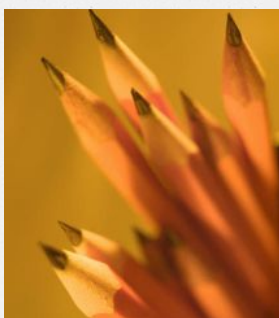




Instructor Workshop Training

*How to plan and conduct writing
workshops in any class*

Agenda for Today



- I. Definition and Goal
- II. Topics and Timing
- III. Structure and Activities
- IV. Tips
- V. Workshop Alternatives

I. Definition and Goal

What workshops are and why we do them

WORKSHOP: a lesson designed to address a specific skill or step of the writing process in the context of a particular assignment

GOAL: make better writers and teachers of writing--**not** improve student performance on a particular assignment

II. Workshop Topics and Timing

How to target instruction and time it strategically

Selecting a Topic



- o Pick a specific writing skill or step of the writing process.
- o Select a topic with which most students need help.

Sample Workshop Topics

Probably Too Narrow

- o Thesis statements
- o Comma usage

Probably Too Broad

- o The writing process
- o Grammar

Just Right

- o Outlining
- o Intro and Thesis
- o Coherence/Cohesion
- o Peer Review
- o Incorporating feedback

Strategic Timing



Timing Tips:

◦ Integrate workshops into an **existing assignment**.



Why it matters:

◦ Use student writing—**not generic samples**.

◦ Schedule when students have **just finished that step of the process**.



◦ Students come with questions and leave able to **apply learning**.

◦ Leave time to **revise and resubmit**.



◦ Students put more effort into a **revision that counts**.

Sample Timeline for MWF

◦ Wednesday:

Some (or all) students submit a draft to you early.

◦ Wednesday-Friday:

Look over early submissions, choose samples, and develop questions. Design handouts/activities.

◦ Monday:

All students bring drafts to class and the workshop takes place. You model the skill or process using the early submissions, and then students analyze their own drafts or a classmate's.

◦ Wednesday or Friday:

All students turn in a revision based on Monday's workshop.

III. Workshop Structure and Activities

How to design instruction

Recommended Workshop Structure/Steps



1. Provide General Background on Topic
2. Review Assignment Guidelines
3. Analyze Student Samples as a Class
4. Have Students Analyze Drafts
5. Assess Learning

Note: All steps do not have to happen the same day. But, if they do, they last 50-70 minutes.

Additional Activities for Analysis (Independent or Peer)



Students could also:

- Consider or create sample revisions
- Create outlines of passages (traditional or descriptive)
- Use checklists to note presence/absence of concrete writing features

IV. Other Tips

Guiding principles to keep in mind

Other Tips



- Emphasize process over product
- Go for depth over breadth
- Choose quality over quantity
- Consider how student priorities might change over the semester

V. Workshop Alternatives and Complements

What to do instead of or in addition to workshops

Workshop Alternatives and Complements



- Conferences with the instructor
- Revision and resubmission
(possibly contingent on tutoring)
- Recommended or required tutorials for a whole class
- Tutor feedback on assignment design
- Tutors to assist with group work