

## Performing a Writing Self-Assessment

Use these questions to find out what works in your writing, and what needs to be improved. You can use these questions to revise a draft in progress, or to take a look at a collection of your writing.

The questions are broken down into five categories:

1. Intentions
2. Focus
3. Development
4. Organization
5. Style & Mechanics.

When answering the questions, look for both weaknesses *and* strengths. Be critical, but remember to give yourself credit for what's working well.

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### Assessing Intentions

- Why am I writing?
  - Who are my readers? What key characteristics are important?
  - What is my main point?
  - What do I want readers to do/believe as a result of reading this?
  - What general strategy am I taking?
  - What role am I assuming?
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### Assessing Writing

#### Focus

- Where do I make central points or questions clear to readers?
- How is each section/paragraph related to the central point?

#### Development

- Will readers understand/believe points or do I need additional definitions, evidence, or reasoning?
- Where might the readers raise questions or challenges? Have I addressed them?

#### Organization

- What is the general pattern of organization?
- How are ideas grouped?
- At any point does the organization become unclear?

#### Style and Mechanics

- Is the tone appropriate for my purpose/audience?
- What sentences seem most effective?
- What sentences could use most work?
- Are there persistent grammatical/mechanical problems or questions?

