

prototypes and tests, the device would be finished and rolled out to consumers. Then the designers would start planning the *next* version of the device.

Producing good writing is really not that different from producing a good product. Effective practitioners of writing use a process of coming up with ideas, composing, and revising to make their writing as strong as it can be. This is the **Writing Process**. Many, many textbooks have been devoted to the Writing Process, but most agree that it has several steps. These are outlined in the diagram below. Study them carefully and commit the process to memory. You should not only understand but start applying the concepts.

The Writing Process

- Generating Ideas
- Organizing
- Drafting
- Revision
- Proofreading

Each of the steps of The Writing Process is crucial to producing a high quality piece of writing. Below is a chart explaining the basics of each step.

