

TEACHING WRITING AND ITS STAGES

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Annotation: Writing is the most complicated skill of the four language capabilities which are reading, speaking, comprehension and listening. Writing integrates almost all the different three elements. Given the fact of our tremendously dynamic and interconnected world, to be able to write efficiently and exactly is a necessary competence that need to be aimed at. This makes teaching writing a giant activity. This annotation offers a concise overview of teaching writing strategies and stages of writing process.

Key words: teaching writing, product techniques, process techniques, textual content, the goals,

There are two strategies for teaching writing – *Product and Process*.

The product method to writing works high-quality when we aim to train texts which have a constant format, predictable language use, organization, grammar factors and style, for e.g., Reports, blogs, newspaper articles, formal letters and emails, memos etc. Children are given samples of the textual content and are made to be aware the content along with the above-mentioned areas. This is referred to as familiarization with the text. Through gap fills, real and false and different such managed things to do the familiarization is transformed into knowledge. This understanding of parts is brought together, and college students are taken thru guided writing tasks to enable them to give a boost to their grasp over the components in context. The youth are presented a probability to weave in their person preferences in language and fashion inside the vast framework of the instituted pattern via free writing tasks, performance which gives the instructor a thinking of a child's level of talent in writing. The method strategy to writing was evolved in the Eighties to assist students whose first language was once one of a kind from the language of instruction at faculty and the one they were their texts have been in. This procedure requires a whole lot more effort and meticulous planning but is some distance extra advantageous in growing writing

competencies in general. In this method, the instructor and the students sketch the content material together. The trainer anticipates know-how gaps that the college students might have in terms of grammar and different associated standards like tone, vocabulary, style etc. and construct in teaching and practice sessions to bridge the same. The adolescents work in groups under the preparation of the teacher to prepare the first draft. They then edit their work both themselves or via peers in the light of the data they have obtained in the preceding sessions and rewrite, preserving the edits and suggestions received. This is a recursive cycle and continues until a satisfactory piece has been created. While each processes have their merits, the system writing method is extra potent. Children can talk about their ideas, thoughts and opinions, clarify doubts as properly as enhance their common appreciation of language use. Their minds are fashioned in a way that they accumulate writing abilities for life. Approaches to teaching writing skills. The product strategy and the manner approach are the two techniques for teaching writing. English language instructors have advocated these techniques over the closing few decades. Here are some writing tactics and how they make contributions to the teaching and learning of English writing skills:

Product approach

The product strategy compels the creator to focus on the finished textual content or the product of writing, instead than the steps and tiers crucial to get there. The center of attention of the product strategy to writing is the final, polished document. It is generally achieved in a single sitting, with no revisions or breaks. Product techniques include reports, blogs, newspaper articles, formal letters, emails and memos.

Process approach

The process approach to educating writing is that if college students get hold of remarks while writing, it may enhance the remaining result. This approach is a natural sequence of steps that writers take to whole a piece of writing. The emphasis of technique writing is on the process as an alternative than the completed product. It divides the act of writing into manageable steps for completion, with adequate time given for each step.

The writing method consists of a collection of particular steps writers use to create text. It is vital for instructors to realize and use these five tiers to teach writing competencies effectively. Each step mentioned below can also furnish the teacher with small print of the writing process:

1. Drafting

Drafting is the process of placing points and thoughts on paper and arranging them in a readable manner. Before collecting all the information, writers normally lookup their subjects at some point of the prewriting stage. Writers begin with a draft version, then prepare their points in the fantastic way viable and steadily prepare a revised version.

2. Revising

Revising is another necessary stage in which there is a thorough revision of a draft. This consists of the addition, substitute and deletion of factors based totally on the requirements. Revision frequently makes the writer's perspective more compelling.

3. Editing

It is vital to refine the tone of the writing and thoroughly test every line of text. To eliminate errors, it is indispensable to assessment spelling, grammar, punctuation, sentence structure, file format and other factors. Editing is the stage at which writers can make any vital modifications to enhance the document.

4. Publishing

Publishing is the closing stage in which writers publish their work to a publisher. Before submitting the written document to the publisher, a creator may make sure that it is whole with no errors. Teaching college students about the publishing manner might also help them become better writers and readers.

Tips to enhance teaching writing skills:

It takes time and effort to assist college students strengthen as writers and improve their critical thinking abilities. Writing assists college students in remembering information. In general, all college students prefer to trust they can specific themselves through their writing. If the teacher can deliver the significance of writing to students, they may additionally become stimulated to enhance their writing skills. Make it a factor to give an explanation for to your college students why studying to write and writing are important. Teacher can additionally let them comprehend that their voices remember and that studying to write can assist them to feel heard and have an effect on others. Writing is a necessary tool for mastering a discipline. It may additionally be one's responsibility to assist college students in improving their writing abilities. It is indispensable to preserve song of the students' development and grant them with quintessential feedback. Make it clear to students that teacher location a high cost on exact writing. Emphasize the significance of concise and insightful writing. Remind your college students that when expressing themselves on paper, they may additionally favor to attempt their best. Students may additionally reply positively if you lower back up your claims with remarks on assignments that demonstrate your genuineness. Regularly assign brief writing workout routines and supervise the process. If teacher assign an aggregate of innovative writing workout routines and checks with open-ended questions, you may also help college students enhance their skills. This lets in them extra time to practice. After you supply the assignment, you might also prefer to speak about the significance of outlines and notes, how to select and narrow a subject and how to critique the first draft.

Sharing writing with college students is a splendid way to teach them about writing. For example, teacher should write an essay containing intentional blunders and

then solicit feedback from your students. The goal is to encourage them to write and recognize that writing is a journey on which they can also improve if they persevere. Asking your college students to write journal entries of their everyday activities might also turn writing into an exciting pursuit activity. Writing about themselves can make them feel liberated and satisfied. It can additionally enhance their writing skills.

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