THE LITTLE, BROWN COMPACT HANDBOOK

FIFTH EDITION

JANE E. AARON

I

The Writing Process

1 The Writing Situation *3*

2 Invention *12*

3 Thesis and Organization *19*

4 Drafting *26*

5 Revising and Editing *29*

6 Paragraphs *42*

7 Critical Thinking and Argument *58*

The Writing Process

1 The Writing Situation *3*
- a Assessment *3*
- b Subject *4*
- c Audience *6*
- d Purpose *8*
- e Academic writing *9*

2 Invention *12*
- a Keeping a journal *12*
- b Observing *13*
- c Freewriting *13*
- d Brainstorming *15*
- e Clustering *16*
- f Asking questions *17*
- g Reading *17*
- h Thinking critically *18*

3 Thesis and Organization *19*
- a Thesis statement *19*
- b Organization *21*

4 Drafting *26*
- a Starting to draft *26*
- b Maintaining momentum *27*
- c Sample first draft *28*

5 Revising and Editing *29*
- a Revising the whole essay *29*
- b Sample revision *32*
- c Editing the revised draft *34*
- d Formatting and proofreading the final draft *35*
- e Sample final draft *37*
- f Revising collaboratively *40*
- g Preparing a writing portfolio *41*

6 Paragraphs *42*
- a Unity *43*
- b Coherence *44*
- c Development *50*
- d Introductions and conclusions *55*

7 Critical Thinking and Argument *58*
- a Critical thinking and reading *59*
- b Critically viewing images *64*
- c Elements of argument *67*
- d Writing reasonably *70*
- e Organizing an argument *75*
- f Sample argument *76*