

Writer's Progress Plan

20% of Final Grade*

The Writer's Progress Plan (WPP) assignment builds over the semester in a series of steps. Each step is graded out of 100. *The steps will go into the same category in the grade book, so the grades will be averaged together to make up 20% of your grade in the course.

For the WPP, students will work with the instructor to isolate manageable and specific goals to work on throughout the semester, such as those needed to successfully complete this course and the related course of ENGL 110. Goals will also involve skills for improving as a student through study skills, the student's possible major, a possible career field or choice, and more. These goals and the students' progress toward improvement will be revisited, reflected on, and revised throughout the semester. In fact, you will revisit this at the end of the semester as part of your portfolio (finale exam).

Writer's Progress Plan - Due Tuesday, 2.9.21 by 11:59 PM (located under Assignments on Blackboard)

Step 1

Step 1 is built into the course as a brainstorming exercise during class (the RTR) on 1.26.21. *Next week, DrV can give you access to your answers after grading is completed if you want your work on the WPP.*

Step 2

This step is built into the course as a YTR due on Tuesday, 2.2.21. Students will complete the Participation Contract through Part 2 on that document and will email the completed and correctly-named document to DrV's email address (ejvincel@odu.edu). Full instructions for this YTR will be posted on Blackboard. The Participation Contract is a separate grade in the grade book, but the descriptions of participation are excellent for students to use for goal setting. Have a copy of it open to review to help you with the next steps below.

Step 3

Make your own copy of this document and rename it like this: yourlastname.firstname.WPP. Save it where you know you can find it later.
Example: jackson.beebee.WPP

Step 4

Read this information on [SMART goals](#). You will make SMART goals next.

Step 5

Create a list of 5 manageable and specific **SMART** goals for the semester in the space below. List your goals and number them 1-5.

Step 6

Take your first goal and fill in the table below that shows the breakdown of the SMART categories. (You will do this for each of the goals.

Goal # 1

Specific:

Identify the problem or area that needs to be addressed, with one or two sentences that give examples of the problem.

Example of writing identifying a problem: *consistently run short on page count/word count. For instance, for my final senior project in high school, we were supposed to write a five-page paper but I could only come up with three pages and that required me to write a lot of unnecessary sentences.*

Next, restate the above-listed problem as an affirmative SMART goal. Think about Who, What, When, Where, Which, Why.

An example of the problem turned into a specific statement:

My goal is to reach the assigned word counts in English 110 without resorting to padding my essay with unnecessary words.

Measurable: How will you gauge whether or not you have achieved this skill and/or are making progress on it?

Achievable: What tools and skills do you need to achieve this skill - what will you specifically have to do and learn?

Relevant: How is this goal relevant to your success in college?

Time-bound: By when in the semester do you want to achieve this goal, at least for the first time? For example, pick an assignment by which you want to have this mastered.

Step 7

Copy and paste the table below four times so you can fill it in for the remaining four goals on your list.

Step 8

Fill in the tables for the remaining four goals.

Step 9

Do not remove the tables from the document. In the space below here in this document, you will use the tables to help you write paragraphs about each of your goals. You should have 5 paragraphs.

Step 10

Write an introduction to your WPP goals after you have written the paragraphs. Mention what your goals are in the introduction.

Progress Plan Grading:

Points are awarded out of the number for each section below. Grading will be discussed individually at each individual conference.

Introduction: Fulfill the requirements of the introductory paragraph. (/10)

SMART 1: Strong use of specific details in exploring all 5 aspects of the SMART goal, demonstrating a level of critical thought beyond the most obvious. (/15)

SMART 2: Strong use of specific details in exploring all 5 aspects of the SMART goal, demonstrating a level of critical thought beyond the most obvious. (/15)

SMART 3: Strong use of specific details in exploring all 5 aspects of the SMART goal, demonstrating a level of critical thought beyond the most obvious. (/15)

SMART 4: Strong use of specific details in exploring all 5 aspects of the SMART goal, demonstrating a level of critical thought beyond the most obvious. (/15)

SMART 5: Strong use of specific details in exploring all 5 aspects of the SMART goal, demonstrating a level of critical thought beyond the most obvious. (/15)

Mechanics & Polish: Writing is clear and understandable with the use of spell check and proofreading tools. (/15)