

<b>Revision Process</b>	
<b>Revision Stage</b>	<b>Goal</b>
<b>Drafting:</b> Clarifying Intent	<i>A draft that makes enough sense to allow structural revision</i> <b>Strategies:</b> Blocking out regular times during drafting to clarify intent Using a <i>for-your-eyes-only font</i> to narrate ongoing concerns
<b>First Draft:</b> Tackling Structure	<i>A coherent draft</i> <b>Strategies:</b> Working with a full draft Letting time elapse Using reverse outlines
<b>Next Draft:</b> Tackling Sentences	<i>A coherent draft + effective sentences</i> <b>Strategies:</b> Engaging physically with your text Checking the beginnings of sentences Highlighting sentence structure Thinking about little words Lessening attachment Recognizing your own patterns
<b>Next Draft:</b> Tackling Movement	<i>A coherent draft + effective sentences + good flow</i> <b>Strategies:</b> Checking for the orienting- informing pattern Evaluating the presentation of lists Balancing long and short sentences Assessing signposting Creating topic sentence paragraphs
<b>Next Draft:</b> Tackling Technicalities	<i>A coherent draft + effective sentences + good flow + overall consistency</i> <b>Strategies:</b> Distinguishing between revision and proofreading Finding ways to focus on technicalities: letting time elapse; reading aloud; treating material out of order; stopping at the end of every paragraph; using a ruler; searching for one element at a time Consulting your document- specific style sheet
<b>Final Draft:</b> Letting Go	<i>A submitted piece of writing</i> <b>Strategies:</b> Accepting the anxiety associated with sharing writing Being aware of diminishing returns Embracing the risks and rewards of making your work public