

# Timed Writing

1

# Timed Writing

2

- You have 1 hour and 50 minutes to plan, write, and proof your work
- Your work must be completely free of grammar, spelling, and punctuation errors
- Your handwriting must be legible. If necessary, allow extra time to copy

# Time Management

3

110 minutes...

- 10 minutes: brainstorm
- 10 minutes: outline
- 10 minutes: introduction
- 30 minutes: three body paragraphs
- 5 minutes: conclusion
- 10 minutes: edit
- 35 minutes: copy to Blue Book

# Planning

4

- Analyze the prompt thoroughly
- Decide your point-of-view
- List supports for your position
- Order the supports by importance

# Writing

5

- Keep each main point in a separate paragraph
- If you have multiple paragraphs for one point, add headings
- Use examples to support your points
- Use transitions when moving to the next point

# Priorities

6

- Finish on time. If forced to choose, pick competent and complete over brilliant and unfinished
- Address the prompt completely and focus on the prompt. Do not write about something else
- Balance your efforts and time