

Content Curation Composition Memo

Writing isn't easy work and so is composition. They involve drafting and revision, and each change seems part of a slow and arduous process of figuring out where to go, what to do, what to say. "Good" writers can talk about what they've done, taking responsibility for the choices they have made, articulating the reasons for those choices, recognizing the effects those choices may have on certain readers.

For the Writer's Memo, I want you to think about what you thought about and did over the course of developing your CCP. If we spend two weeks (or more, sometimes) inventing information, drafting possible versions of a text, responding to each other, revising our texts, etc., then we should be able to talk about the processes we went through to get to this finished draft. To that end, please draft a memo to me to help me see your particular processes and what vision you have for this text (that I might have a context in which to read). Below is a template you can use for your memo:

CCP Composition Memo

Paragraph #1: Briefly introduce and contextualize your project. What do you want your audience to know before they interact with your project? What should they keep in mind throughout? What do you hope they will gain from it?

Paragraph #2: Describe the process you used to put together your CCP. When did you decide on your focus and genres? What ideas or genres did you reject in favor of this one? How did your ideas evolve from what you knew at first to what you know now?

Paragraph #3: Do you think the process that you used was effective? Why or why not? Include the revisions you've made to the project. What revision suggestions did you get? from whom? Which did you choose to use? Why? Which did you reject? Why? Where in the project did you make these changes? What effects do these choices have on your project/your readers? Why?

Paragraph #4: What aspects of your writing in the project are effective and why do you think they are effective? Please be specific: For example, rather than saying "I used good examples," identify one or two examples that you used and explain why these examples are good ones.

Paragraph #5: What do you think could be improved in your written project and how could it be improved? Again, please be specific.

Paragraph #6: Purpose/Audience/Publication. Explain in one sentence what the purpose of your project is. Then, explain how your project may meet the needs of your audience.

You should be able to produce this memo in one single-spaced page. If you can't say it in one page, cut cut cut. Sometimes, to write reflective/analytical pieces like these, we start by rambling, trying to figure out what we have to say. Fine, but go back and get rid of the "fluff."