



TIPS FOR

# Effective Writing

**UCI**  
Writing  
Center

**01** Start writing early



Remember the prompt **02**

**03** Pace yourself




Write the introduction  
& conclusion last **04**

**05** Revise in a couple days



# MAKE AN APPOINTMENT!



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- Don't binge write the night before a deadline. Plan to write a first draft well in advance of the due date.
  - Avoid revising or re-reading your writing for a few days. Writers often need distance from a draft in order to properly improve it.
  - Think about the prompt. What does the assignment require? What does the instructor expect?
  - Your introduction and conclusion are the most likely parts of a paper to change. You may discover new ideas as you write, so be prepared to revise and update after drafting.

