

## Advice on Short Writing Assignments

1. Importance of assigning short assignments
2. Types of short assignments:
  - Summaries
  - Concept or principle explanations
  - Response papers
  - Limited sources-research papers
3. Key instructional design principles
  - Being explicit about type of paper and corresponding form/ structure expectations (If you have an ideal structure in mind, share it with them...If I were to do this paper, I would....).
  - Keeping some feedback consistent—thesis statement, introduction, conclusions, essay structure, vocabulary/ sentence-level clarity, use of evidence, grammar (Consider using a feedback form that stays consistent with a lickert scale and a place for comments).

### Assignment sheet: What to include...

Purpose

Basic requirements

Name the form: Analytic essay, argument, explication, response paper, explanation, summary, research paper, lab report.

Structure requirements (the ideal paper you have in your head...reminders about basics of good writing in your discipline

Particular grammar or style issues you want them to focus on (e.g. passive or active voice, present or past tense, quotation or paraphrase, concision)

Process hints: How to begin, warnings about possible pitfalls, etc.