



Writing Timeline



Directions: Start by writing your essay due date in on “Turn in/reflect.” Then, backwards map your essay based on a realistic timeline for yourself. Lastly, use the notes columns to keep track of your progress or to write down any important assignment expectations.

Step/Process	Date	Notes
Understand assignment/prompt		
Develop thesis/argument*		
Create outline/prewrite**		
Write draft		
Organize flow/build arguments		
Edit content		
Copy Edit**		
Format		
Turn in/reflect		
*Find and evaluate credible sources		
*Determine quotes/citations and organize		

*Skip to the bottom of the timeline if your writing is research based

**Indicates steps in the process when the Writing Center would be helpful