



WEEKLY WRITING JOURNAL: Week of January 28 – February 3, 2019

Specific Task

For my first assignment, I had to figure out which personal statements to feature in the Honors Scholars newsletter. There were at least one-hundred 500-word personal statements to choose from. Before I read these stories, I developed a criteria. I decided to pick stories based on how inspirational they were, how much the author has done outside of the college, and how much they discussed their major among others. I didn't consider grammar because my job was to fix that. In the end, I felt that around 12 stories had the most potential to be featured.

Resolution

After deciding which personal statements should be in the newsletter, I emailed each author my thoughts on how they could expand on their essays. For example, I suggested for one student to go more in depth on what their goals are because they briefly touched on it. I will have to wait for the students to send me their revisions and opinions before I do anything else. Most of the personal statements that I read were very informative; I learned several new things from majors such as computer science and nursing. When it came to choosing these stories, I believe that some of my writing courses helped me narrow down my choices. My editing course in particular helped me provide helpful feedback. Overall, I had fun choosing which stories to feature.

WEEKLY WRITING JOURNAL: Week of February 18 - 24, 2019

Specific Task

Unfortunately, most of the students I contacted have not responded back to me yet. However, two did respond with their revised personal statements. The word count for both of these essays increased from 500 to 1000+ words. Essay 1 was from a hospitality student while essay 2 was from a nursing student.

Challenges

Because I have not taken a professional and technical writing course in about a year or so, my writing and editing skills are rusty. As a result, it took me a bit longer than usual to find my groove. One essay in particular proved to be more difficult than the other due to a larger amount of grammar issues.

Resolution

Thankfully, I was able to successfully edit the two stories. I decided to not only edit the grammar of the personal statements, but also the content. For example, I did my best to improve the flow of the story by moving sentences and paragraphs around, removing filler, and shortening sentences. As I edited these stories, I made it my objective to keep the author's style and voice intact. In the end, I reduced the word count for both personal statements by around 200-300 words. My job with these essays isn't done yet, though. I plan to look back at these edits in case I change my mind about something. For the coming weeks, I will edit the other personal statements. Overall, the editing course I took at City Tech was a big help here.

WEEKLY WRITING JOURNAL: Week of February 25 – March 3, 2019

Specific Task

For this week, I was tasked with creating page design templates for the Honors Scholars newsletter. Before designing the templates, I looked through the previous 10 issues and examined their page designs. I took note of what each article did most effectively in terms of layout, color, type and images among others. I then created several dozen templates; some designs were inspired from the previous issues, while others were original. Afterwards, I received feedback from Professor Lansiquot, my supervisor, and made improvements to them. Thanks to my Communication Design specialization, I was able to create the templates fairly easily. My Type 1 and Type 2 classes were especially helpful because they instructed me how to use InDesign to create effective layouts. I learned basic and advanced techniques including creating columns of text, manipulating shapes, using text wrap, adding drop caps and countless more. Moving forward, I will continue to create as many templates as I possibly can, and I will find more layouts to use for inspiration.

Resolution

I actually learned quite a bit on page design by researching the previous issues of the Honors Scholars newsletter. For example, there were some designs I would have never thought of because they used shapes and images in unique ways. While I may not be able to use some of the designs I found as inspiration for templates, I will keep them in mind for future projects. In addition, this assignment was a good way to sharpen my page design skills because I will need to create layouts for articles I have edited. In the end, I hope to improve my skills as a page designer and create professional layouts for the newsletter.

WEEKLY WRITING JOURNAL: Week of March 11 - 17, 2019

Specific Task

For this week, I edited one nursing personal statement and wrote an article on the 13th annual CUNY BMI conference that I attended months ago. I knew that I would be writing about my experience at the BMI conference back then, so I planned ahead and recorded the panels I was there for.

Challenges

I had several challenges. The biggest was writing the BMI conference article because I have very little experience in journalism. As a result, I was not sure about to start writing my article and how much personal details I should include. The other challenge was editing the nursing personal statement because the student increased their word count from 500 to 1800+ words. The length made it particularly difficult to reorganize their paragraphs and sentences. Overall, I tried my best to balance my workload for this week.

Resolution

I decided to read a couple of news articles from websites such as New York Times and Kotaku to understand how to create an effective article. For example, I took note on just how much the authors would describe their experiences. Thankfully, this helped quite a bit; I was able to finish my BMI article without any issues. In regards to the nursing article, I lowered the word count from 1800 words to 1400. Once again, I edited for grammar and content. For the coming weeks, I expect to edit more documents. Afterwards, I will need to create the layouts for them. So far, my internship has been quite enjoyable and flexible. I love editing the personal statements.

WEEKLY WRITING JOURNAL: Week of March 25 - 31, 2019

Specific Task

After talking with Professor Lansiquot, we decided to only feature 6 essays in the Honors Scholars newsletter. This means that I had to choose 2 more personal statements to edit. Unfortunately, I was forced to pick from a list of personal statements that were not given any revisions because no other students responded to my emails. I found having to rely on students to be very frustrating because they were forgetful and just unreliable for the most part (I had to send numerous reminders). The two personal statements I chose were about law and Nepal.

Challenges and Resolution

This was the easiest week by far because I was tasked with editing two short 500-word personal statements. However, the challenge was in regards to the content. I had to make these short stories sound more enticing somehow. In the end, I was disappointed and frustrated at how the students never responded back with their revisions. Their stories had so much potential and I was looking forward to reading and sharing them with everyone else. Regardless, I tried the best I could with what I was given. Now that I am finished with the personal statements, my next plan for the coming weeks is to create layouts for them.

WEEKLY WRITING JOURNAL: Week of April 1 - 7, 2019

Specific Task

For this week, I created the cover and table of contents pages for the Honors Scholars newsletter. I also created layouts for the BMI conference and hospitality articles. Thanks to my recent Communication Design courses, I knew how to use Adobe InDesign to finish these tasks with ease.

Challenges

Although I knew how to use Adobe InDesign fairly well, I went through a lot of trial and error to create the layouts for the articles. I created numerous revisions for them because I wanted to find a way to make them simple yet visually appealing. I had a hard time trying to figure out how to effectively use shapes in particular. Another challenge I ran into was adjusting the kerning and tracking for the body paragraphs. I am somewhat new to this, so I learned as I went along with this task.

Resolution

The cover and table of contents pages was quite easy to create because there were existing templates. In addition, I had a large list of potential pictures for the cover, so that wasn't an issue either. In regards to the tracking and kerning, I believe they came out ok. I hope to hone my skills for this in the future. In the end, though, I am proud on how the layout designs came out. I was actually inspired by my previous classmate's design for the Hospitality article. In the coming weeks, I plan to create layouts for the other articles.

WEEKLY WRITING JOURNAL: Week of April 8 - 14, 2019

Specific Task

On this week, I designed the layouts for two nursing articles. Once again, my experience with Adobe InDesign made this task fairly simple and straightforward to complete. I also created more layout templates.

Challenges

The challenge was that I had to get creative with these articles because they lacked photos. Once again, I went through numerous revisions because I wanted to make them simple yet interesting. I had the most trouble with nursing article 1 because there was too much white space to work with. I decided to roam the internet for ideas to help on this. I was specifically trying to figure out what designs I can add that makes people instantly think of nursing.

Resolution

In the end, I decided to fill the white space for nursing article 1 with a Red Cross pattern and the registered nurse symbol. I went with a red color scheme because of the cross pattern. In regards to nursing article 2, I was lucky enough to find a good quality photo of the author online. It filled a large amount of the space. Lastly, I created roughly 50 layout templates in total. I went online to find inspiration to make this task easier. I am now almost done with the newsletter. I expect to design the last 2 layouts very soon.

WEEKLY WRITING JOURNAL: Week of April 15 - 21, 2019

Specific Task

For this final week, I worked a bit with professor Lansiquot; she provided her own edits and suggestions to the personal statements I finished. Professor Lansiquot also gave suggestions to the layout templates I created. In addition, I designed the layouts for the final 2 personal statements.

Resolution

I discussed some of the edits professor Lansiquot made to the personal statements and quickly proofread for potential mistakes (there were a few I fixed). In regards to the layout templates, I applied her suggestions. Afterwards, I created the layouts for the law and Nepal articles. Once again, there were some challenges here because the two personal statements lacked photos. They were also very short (500 words). I decided to use the white space to my advantage this time and increase the body paragraph font size. The Honors Scholars newsletter was finally completed. At the end of the week, I submitted a PDF version of the finished Honors Scholars newsletter to City Tech's printing service. I ordered 150 copies. It will be exciting to see physical copies of something I created. They will be handed out on May 2 at the Honors Scholars Awards Ceremony. Overall, although this internship was tough, I found it to be very fun and rewarding. It effectively combined my passion for both writing and design into one. I hope everyone enjoys the stories that I chose.