

Revision

Revision is not only part of the writing process, it is itself a process with discrete stages and steps.

Writing and revision take time!

Professional writers commonly write three or more full drafts of a piece before they consider it complete. An editor then works with the writer to revise the writer's final draft, and then, once the revision process is complete, a proofreader reviews the re-worked final draft. Since most writers are often acting as their own editors and proofreaders, it is important to consider the three general stages of revision and build these into your writing process. While the issues in each stage of the revision process are always all being attended to, it is best to make each stage the focus of separate drafts.

1. Structural Revision
2. Line Editing
3. Proofreading

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Adapted from *What Is Writing?: An Introduction to Writing as an Act and Medium of Communication* (2015).



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