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MURPHY BI-WEEKLY WRITING TIP

Know Your Readers

https://murphywc.commons.gc.cuny.edu/bi-weekly-writing-tips/

Dear Murphy Students:

When you write, do you consider who you are writing to?

Effective writers think about their readers (the "audience") because that determines *how* they will write the paper, essay, email, report, etc.

For example, if the reader of my paper is a colleague, I may write:

> The student's submitted drafts demonstrate the recursiveness of the writing process.

If the reader is outside of the field, someone in the public, I may write:

> The student submitted many drafts (versions of the same paper), and when we reviewed them, they showed how often writers in general will go from revising to editing to brainstorming and back to revising. In other words, they *repeat* the earlier steps as part of the process.

They both make the same point (or idea) but the second example uses more detail, more explanation, and different vocabulary for that reader to better understand.

As you write, think about these questions:

Who would read this?

- A professor? A professional in the field? A student? the public?

What do they expect from you?

- What kind of vocabulary?
- What do you need to define or explain?
- Do you need to be formal? Informal? Casual?

What do they already know about the topic?

- What information do you *not* need to explain?

Sign Up for a One-On-One Tutoring Session

1. Visit https://murphy.mywconline.net/
2. Register for an account
3. Log in and select the "Murphy Queens Writing Center" calendar.
4. Choose any of the available white rectangles.
5. Fill out the form with your assignment info.

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If you have questions or want to put this into practice, feel free to contact me! ☺