

THE PERSONAL ESSAY: PORTFOLIO

1. **Create a folder**; name it "Personal Essay Unit."
2. **Choose ONE** of the prompts on the first page of the 9 page packet. Brainstorm about that prompt. Write whatever comes into your head. There's no right or wrong, it's a random flow of ideas and thoughts. **Save your brainstorming as "Prewriting 1A" in the Personal Essay Unit folder.**
3. If you like the prompt, keep it and write more about it. If, after brainstorming, you don't like it, switch to another prompt. **BUT** if you switch, you have to brainstorm for that one, too! Save that new brainstorm in your folder :-)
4. After you've brainstormed, you're going to begin outlining for your 5-paragraph essay. You can do this a number of different ways; pick which one you like best. See page 3 for outlining examples. **Save it as Prewriting 2 in your folder.**
5. When you're done outlining your personal 5-paragraph essay, you're going to pick another person's essay to read. Your four choices are on page 6. Take notes on the essay of your choice; the notes should be about the author's style of writing and his purpose. Was he trying to entertain the audience? Persuade the audience? etc. **SAVE this as Reading 1 and put it in your folder.**
6. Now it's your turn: write the 3 body paragraphs to YOUR essay. **Put each paragraph on a separate page and save it as Writing 1 (put in folder!)**
7. After reading the example of different kinds of writing (expository, narrative, etc.), you'll write your introductory and conclusion paragraphs. **One paragraph per page and don't forget to save it as Writing 2!**
8. It's revision time. Copy all of your paragraphs from Writing 1 and Writing 2 into one document. For the first time you're looking at all 5 paragraphs together. Revise. **Save work as Revision 1.**
9. Once you've revised all 5 paragraphs as a whole, have someone else read it or print it out and read it aloud, etc. **Once it's perfect, you're ready to save it as Final. Be sure to meet the essay requirements on page 8!**

HELPFUL HINT: before you submit **the portfolio (that's the ENTIRE folder titled Personal Essay Unit)**, grade it yourself using the rubric on page 9. If you have everything, submit it through the course! **YOU'RE DONE :-)**