

Writing Vocabulary

Genres/Forms of Portfolio-Appropriate Writing

Personal Writing: nonfiction, first-person writing

Memoir – a form of personal writing that reflects on the *relationship* of the writer with a particular person (usually older), place, animal, or thing

Personal essay – a form of personal writing that focuses on the significance of a central *idea* or *insight* in the writer's life

Personal narrative- a form of personal writing that focuses on one *event* in the writer's life and reflects on the significance of that event.

Literary Writing: fictional writing

Monologue – a form of dramatic fiction focusing on a conflict or problem in which one character speaks out loud to another person or persons without interruption; monologues include an introduction that describes the setting/situation and character and stage directions to guide the performer's acting

Play/script – a form of dramatic fiction focusing on development of a conflict or problem between two or more characters; plays include a description of the setting and cast of characters as well as stage directions to guide the characters' acting

Poetry – a composition in verse form that focuses on painting a picture, recreating a feeling, telling a story, capturing a moment in time, evoking an image, or showing an extraordinary perception of the ordinary; poems do not have to rhyme, but when they do, they should not sacrifice meaning for the sake of rhyming

Short story – a short piece of fiction that contains some, but perhaps not all of the following elements: plot (conflict, crisis, climax, resolution), setting, character development, dialogue, theme, and point of view

Transactive Writing : nonfiction, real-world writing that is written from a more informed writer to a less informed audience

Editorial – a form of persuasive writing that develops the writer's opinion about a timely subject and uses appropriate support strategies to make clear what readers should believe or do

Feature article – a form of writing appropriate for publication in a newspaper or magazine that focuses on providing readers with new information or a new perspective on old information

Letter – persuasive writing in appropriate letter format that communicates what the reader(s) should do or believe about a relevant topic

Review – a critical evaluation—not a summary-- of the elements of a book, play, performance, etc. that uses persuasive strategies to convince readers what to do, know, or believe about the subject

Speech – writing designed to inform, persuade, or entertain a listening audience

Proposal - writing designed to solve a problem or accomplish a goal in the form of recommendation or plan that includes the following: cover letter, proposal summary, introduction, body, and conclusion

Pamphlet/Brochure – informative writing focused on delivering information about a narrowly defined topic to a reader who needs the information

Reflective writing- a form of writing to learn focused on self evaluation of a writer's goals and growth throughout the year

Letter to the Reviewer – reflective writing addressed to the evaluator of the portfolio in which the writer discusses development of writing skills and cites examples from pieces in the portfolio to support statements about individual growth

Holistic Scoring Terms

audience – the specific person or readers for whom a piece of writing is intended; the most important priority for a writer to consider since audience affects all other decisions about the piece including purpose, methods of idea development, organization, word choice, etc.

correctness issue – a feature of writing such as spelling, punctuation, and capitalization

focus – the main point or idea of the writer

idea development - a writer's use of logical, relevant details including research, interviews, graphics, charts, sensory details, etc. to support the purpose of a piece of writing

organization – the writer's deliberate arrangement or sequence of ideas that enables a piece to be easily understood and flow smoothly

purpose – the author's reason for writing, the goal that a writer intends to achieve

tone – appropriateness of attitude toward the subject based on the writer’s audience and purpose; a writer’s attitude—whether formal or informal--affects other decisions such as word choice, details, and sentence structure.

transition – a word or phrase that establishes smooth and logical connections between ideas or paragraphs; transition s are velcro words that join the parts of a piece together

voice – the feature of writing that conveys the writer’s personality

Writing Process Terminology

conclusion - the writer’s effective use of closure to end of a piece of writing in a satisfying way that supports or enhances the purpose of the piece

conflict - the struggle between opposing forces, ideas, or interests in a short story, play, or monologue

conferencing – a writer-centered conversation with a teacher, peer, or others about a piece of writing with the intent of exploring strategies for revision

dialogue – a writer’s use of a person’s exact words to communicate that thoughts and feelings; to develop the individual’s unique character and make the speaker come alive on the page; or to move the plot and action along in a short story

editing – proofreading or checking for and correcting errors in spelling, punctuation, capitalization, grammar, and usage

lead – the beginning of a piece of writing that engages or hooks the readers’ interest in reading ; leads may consist of the following strategies: a question, an alarming statement, a statistic, an anecdote, etc.

Marker Papers – a collection of student writings in each portfolio category that demonstrates what competent work looks like at every grade level according to Kentucky Holistic Scoring Criteria

persuasive strategies – specific techniques used by writers to convince targeted readers to accept their position on a controversial issue; strategies include such intentional appeals as bandwagon, use of statistics, emotional appeals, or references to benefits

plagiarism – the act of a writer using the exact words, unique ideas, or the intellectual property (e.g., charts, graphics, designs, organizational structure) of another’s work and representing it as his or her own

revising – the process of looking again at a draft of writing to ask, “Does this writing clearly say what I want it to say, and if it does not, what changes do I need to make to make the piece more effective?”

skills continuum – a chart of writing skills for each category of portfolio writing arranged in the same order as the holistic scoring criteria; the continuum shows at what level (beginning, developing, or competent) the writer is currently performing

snapshot – the technique of creating a word picture that a reader can clearly visualize

thoughtshot – the technique of taking a reader inside the mind of the writer to show how the writer was feeling or thinking at an important moment in the piece

touchstone text – a model of writing that exemplifies the same writing skills which students are working to develop