

8 Step Structured Response Writing

1	Read the Question	Underline the question and identify the type/length of response required by the question (ex. A multi-paragraph response, an expanded paragraph, a solution statement, etc).
2	Circle Key Words	In the question, circle and understand key words that stress what the question is asking.
3	Paraphrase the Question	Rewrite the question in your own words, answering “what is the question asking me to do?”
4	Flip the Question into a Statement	Restate the question as a thesis or claim, leaving blanks to fill in with your answers or assertions.
5	Brain Storm or Solve	Recall prior knowledge and an organization strategy (graphic organizer, outline). Read the text, looking for evidence to support assertions, or find the solution.
6	Fill in the Blanks	Place assertions or evidence in the blanks, or solutions to the problems in the blanks (from Step 4).
7	Write the Response Using A-P-E	Use your work from step 5 to paragraph your response, while making sure you responded to all questions in the prompt. Assert it--Prove it--Explain it
8	Re-read and Check Your Work	Reread your response and make any edits necessary to improve your writing, check your work to verify your answer(s).