

## **REMEMBER THE STAGES OF THE WRITING PROCESS WHEN WRITING YOUR ANALYSIS**

### **Writing down your thoughts**

You don't know exactly what to write. You have some thoughts, so you are just writing to get from thought to text. You are writing to get started, to produce text. Your texts are probably messy, there are spelling and typing mistakes, and they only make sense to you. You are open, uncritical and get ideas. You are writing different types of initial texts, including check lists, brainstorm, notes and mind maps. You are writing to remember your thoughts. All sorts of things are missing in your texts, they are completely unfinished.

### **Draft writing**

You know more or less what to write. You go into detail with the topic you want to write about, and you are certain to end up writing too much. You therefore spend time considering what to include and what to leave out. This results in a lot of rewriting. You write draft sections for your assignment – rarely in a chronological order – and try to put them together in different ways. You write bits of several sections at the same time without really finishing any of them. In other words, your assignment is not finished, but others will be able to understand it reasonably well and respond to its structure, the arguments presented etc. You address the requirements stipulated for the assignment. You have a half-finished assignment with some sections still in progress.

### **Finish writing**

You know what you want to write. You have a lot of draft texts to revise. This means that you must discard some of the text you have written; you must put your sections together in an appropriate order; you must link the sections and fine-tune your text in terms of language. You are concerned about whether you have formulated your text accurately, whether your spelling is correct, whether you have missed out some commas, and whether your citations are correct. You are critical and conscious of all the requirements you need to live up to. You make your text ready for submission.

## Get started with your analysis by writing down your thoughts

Do not expect of yourself that you can get from thought to text (write down your thoughts), write a draft analysis and put your points together in the correct order (write a draft) and find the right wording, correct spelling mistakes etc. (finish writing) all at once. This work method will result in some very tough writing processes because it is almost impossible. No one can produce new text and correct all mistakes and omissions at the same time.

An analysis is being created in a process in which systematic structure and communication often arise from chaos. Before you can communicate systematic structure to others, you must find and understand it yourself.

Start by finding the systematic structure of your analysis by writing down your thoughts concerning the following five questions:

1. What should my analysis/analyses accomplish?
2. What should I study to be able to answer the problem statement?
3. What is/will become remarkable in my empirical data (texts, documents, statements from interviews, field notes etc.)?
4. What patterns emerge from my empirical data?
5. How can my subject create a system out of these patterns?