Each learner is **different**

You are probably not the **same student** you were before
Expert writers:

✓ Embrace the **writing** process
✓ **Practice** writing early and often
✓ Write to **learn** before writing to **explain**
1. Invent
2. Draft
3. Revise
4. Edit
5. Finalize

- Writing to learn
- Writing to explain
- Ready to deliver
✓ Start before you are really ready
✓ Stop before you are really done
✓ Repeat

—Robert Boice
Invent
Draft
Revise
Edit
Finalize

Writing to learn
Writing to explain
Ready to deliver
Invent
Draft
Revise
Edit
Finalize

Writing to learn
Writing to explain
Ready to deliver
Perfectionism is the voice of the oppressor, the enemy of the people. It will keep you cramped and insane your whole life, and it is the main obstacle between you and a shitty first draft.

–Anne Lamott
DO ALL THE THINGS

TOMORROW

NORFOLK (June 23, 2010) Command Master Chief Keith Mahaffey, assigned to the guided-missile cruiser USS Monterey (CG 61), participates in the commissioning of the Navy Operational Fitness and Fueling System (NOFFS). NOFFS is the Navy’s new physical fitness program that is designed to give an all around workout while reducing physical training injuries. (U.S. Navy photo by Mass Communication Specialist 2nd Class Matthew Bookwalter/Released)
✓ When you **draft**, try starting somewhere in the **middle**

✓ Choose something you already understand that your reader **needs to know**

✓ **Cite** as you go, **keeping track** of which words, ideas, and data belong to whom

✓ If you get stuck, **skip** to another subtopic within your project and **start** another paragraph
✓ Highlight (or write, if it’s missing) each paragraph’s topic sentence

✓ Quickly outline your draft and audition changes

✓ Fill gaps and kill repetition

✓ Revise your thesis and place it front and center—what have you proven?

✓ Now write (or revise) the introduction that sets up that thesis and a “so what, here’s why” conclusion
Invent
Draft
Revise
Edit
Finalize

Writing to learn
Writing to explain
Ready to deliver
✓ Take *time* away from your text

✓ Create *distance* between your text and your brain by reading sentences *out loud* and, perhaps, *out of order*

✓ Can you find the *subject* and *verb* of every sentence? And do they agree?

✓ Are you punctuating *consistently*?

✓ Did you spell everyone’s *name* correctly each time?

✓ **NOW** use *spell & grammar* check
Invent
Draft
Revise
Edit
Finalize

Writing to learn
Writing to explain
Ready to deliver
✓ Find and follow your format
✓ Check name spellings ONE MORE TIME
✓ Perfect citations and references according to your chosen style (don’t mix and match)
✓ Deliver through the proper channels
✓ Keep archive copies of all work
Citation Styles by Department or Program

Each of the following departments has a required or preferred citation style for theses, dissertations, capstone project reports, and final project reports. If you do not see your department or program listed, check with your thesis advisor before the thesis proposal stage to determine the style best suited to your academic field.

<table>
<thead>
<tr>
<th>Department or Program</th>
<th>Citation Style</th>
</tr>
</thead>
<tbody>
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<td>APA preferred, but advisors may choose another citation style</td>
</tr>
<tr>
<td>Center for Homeland Defense and Security (CHDS)</td>
<td>Turabian (Notes &amp; Bibliography)</td>
</tr>
<tr>
<td>Cyber Systems and Operations (CSO/MACO)</td>
<td>IEEE preferred, but any recognized style will be accepted</td>
</tr>
<tr>
<td>Defense Analysis (DA)</td>
<td>Chicago (Notes &amp; Bibliography) preferred, but any recognized style will be accepted</td>
</tr>
<tr>
<td>Electrical and Computer Engineering (ECE)</td>
<td>IEEE</td>
</tr>
<tr>
<td>Engineering (if not listed separately)</td>
<td>IEEE</td>
</tr>
<tr>
<td>Graduate School of Defense Management (GSDM)</td>
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