

Intake - Writing Sample

1. Instructor writes prompt on board. **Why are you here?**
2. Instructor reads prompt out loud to the students and says the following:

“You probably know several people who got to sleep in this morning while you had to get up, get ready, and go to a class. Why are you here? Why are you sitting in front of me now when you could be somewhere else doing something else? I would like you to write a paragraph answering that question. It can be as long or as short as you think it should be. You will be given 45 minutes* to write. If you finish early, feel free to bring it up to me whenever you are done.”
3. If students ask specific questions as to what they should write about, (should they indent, does spelling matter, can they cross out, or even comment that they don't know what to write about) simply state that they are to do the best they can to communicate the reason they are here, in your class. Emphasize that this is not a test – just a sample of their writing.
4. Tell the students to use only blue or black ink. (If a student asks if she/he can write it out in pencil first and then hand it in, simply say they can do whatever they want. All that you want is ***their final paper, in pen.***)
5. Tell the students to write their name on the upper right hand corner, and the date underneath.
6. Provide lined writing paper for students and pens.

***Note:** Time given to students to complete their paragraphs depends on your class time. However, remember to give students plenty of time to struggle, think and do their best work. This will result in a better sample of what they can do at that particular point in time.