

Review

3 Complete this chart, summarising the steps of the writing process.

Pre-writing

- **STEP ONE:** Choose a
- **STEP TWO:** Gather
- **STEP THREE:** Decide



Drafting

- **STEP FOUR:** Write



Reviewing and revising

- **STEP FIVE:** Check



Rewriting

- **STEP SIX:**
May need to ...
 - explain
 - add
 - change