

## Steps in a Writing Conference

<b>Steps in a Writing Conference</b>	<b>Purpose</b>	<b>Teacher Prompts</b>
<b>Begin the writing conference.</b>	To talk with the student about the work he or she is doing as a writer	<i>How is it going?</i>  <i>What do you need help with today?</i>  <i>What are you doing today as a writer?</i>
<b>Listen to the student.</b>	To decide what to teach this student that will help him or her do what he or she is doing better	
<b>Ask a research question.</b>	To uncover what the child knows about the writing strategies he or she is trying to use	<i>Could you say more about that?</i>  <i>How are you going to do this work?</i>  <i>What kinds of revisions have you made?</i>  <i>Have you tried what we talked about today in the focus lesson?</i>  <i>Why did you decide to...?</i>
<b>Teach the student ONE new strategy that will help her become a better writer. NAME the strategy you are teaching.</b>	To teach the student what he or she needs to learn.	<i>One thing that writers do is...</i> <i>Let's take a look at this picture book. This author did the same thing that you are trying to do, which is...</i>
<b>End the writing conference.</b>	To leave the child with a clear plan of action of what to do next and to motivate the writer.	<i>What do you think you will do now?</i>  <i>Which idea that we talked about sounds interesting to you?</i>

## Possible Responses during a Writing Conference

<b>What you might see or hear...</b>	<b>How you might respond...</b>
<b>The piece is unfocused. It covers many events in one story.</b>	<ul style="list-style-type: none"> <li>• “What is the most important thing you want your reader to know?”</li> <li>• “Do you have more than one story here?”</li> <li>• “Which part do you like best? Could you write more about it?”</li> </ul>
<b>There isn’t enough information.</b>	<ul style="list-style-type: none"> <li>• “I’m confused.”</li> <li>• “Can you tell me more?”</li> <li>• “What else do you know about this topic?”</li> <li>• “How can you learn more about it?”</li> </ul>
<b>There is too much information in the piece.</b>	<ul style="list-style-type: none"> <li>• “Is all of this information important?”</li> <li>• “What parts are the most important?”</li> <li>• “Where does the story really begin? Can you read it from there?”</li> </ul>
<b>There is a lot of dialogue in the piece with no punctuation.</b>	<ul style="list-style-type: none"> <li>• “What can you do to show how these people are talking and who is doing the talking?”</li> </ul>
<b>The piece goes on and on or there is no ending.</b>	<ul style="list-style-type: none"> <li>• “How do you want your reader to feel when they have finished reading your piece?”</li> <li>• “Where does the piece really end?”</li> </ul>
<b>When ending a conference, you want to know what the student understood and what they are walking away with.</b>	<ul style="list-style-type: none"> <li>• “Are you willing to try to work on those changes?”</li> <li>• “I think you might try _____ and I’ll check back with you later.”</li> </ul>