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Third Stage

Process Essay Writing

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What is a Process Essay?

The process essay is writing that explains how to do something or how something works by giving a step-by-step explanation. The explanation may be about a concrete process (how to skin a muskrat or how to plant begonias) or an abstract process (how to build self-esteem or how to overcome a loved one's death).

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The purpose of process essay is to explain how to do something (directional) or how something works (informative). In either case, the formula for a process essay remains the same. The process is articulated into clear, definitive steps. Almost everything we do involves following a step-by-step process.

There are two types of process essay: directional (how to do something) and informational (how something works). A directional essay provides directions to achieve a particular result (how to cook perfect grits). An informational essay explains something for a reader (how a rocket engine works).

Having a writing process is essential to produce a wide range of content. Breaking down your text into different stages could ultimately improve content quality. A writing process or method includes the following stages: planning, drafting, sharing, evaluating, revising, editing, and publishing.

Processes are important because they describe how things are done and then provides the focus for making them better and how they are done determines how successful the outcomes will be. If you focus on the right processes, in the right way, you can design your way to success.

Brainstorming is one of the most important steps in the writing process which you should never skip. This well-written and informative site introduces you to thirteen helpful and applicable techniques.

Three Keys To Effective Process:

1. Present the essential steps in the process.
2. Explain the steps in detail.
3. Present the steps in logical order (usually chronological).

Explaining Steps:

This is a key step in writing a process essay. You must present the essential steps in enough detail and logical order that your readers could perform the steps themselves or at least understand how something works.

Thesis Statement of a Process Essay:

The thesis statement usually includes the process being analyzed and the point the writer wants to make about it. Ex: (process) Applying for a driver's license (point about the process) is both exciting and nerve wracking.

How to Write an Effective Process Essay:

1. Present your stages and steps in chronological order. The correct order of your steps is vital. They must follow the actual order in which they would be performed, from beginning to end.
2. Divide your process into at least three major stages. Each major stage of a process paper must correspond to a paragraph that elaborates and details the steps included in that particular stage.
3. Create a paragraph on materials, if needed. Often the materials necessary to perform a certain process must be listed. A paragraph, usually located directly after the introduction, can be designated to address essential materials.
4. Use time-specific transitional words. Words like after, as, at last, before, during, eventually, finally, first, last, later, meanwhile, next, now, second, since, soon, then, when, and while can be used to indicate when you are moving from one step to the next, i.e., establishing sequence.
5. Do not use imperative sentences. Sometimes an instructor will allow you to use imperative second person point of view, such as "Mix the flour and eggs, then beat for two minutes." However, the writing can end up sounding like an instruction manual rather than a well-developed process essay. Therefore, use either first or third person point of view.

Preparation in Writing a Process Essay

1. Assess your audience's skill level

Before you begin, you need to first take your audience's skill level into consideration. In a lot of DIY videos and how-to videos that you see in numerous TV shows, you can see that the hosts will often make use of very simple language so that the people who decide to subscribe on their YouTube channels and watch those DIY videos will be able to understand them very easily. Another thing that you should assume is that everyone who decides to check out your videos or read your process essay has little to no knowledge of the said topic, depending on the content you decide to release or publish. Before you even begin to write your essay, you have to understand the parts that comprise an essay.

2. Make a list of the materials needed

If you already have an idea on what kind of process you are going to release or publish, the next thing to do would most probably be to draft a list of the materials or ingredients that your audience or viewers might need so that they can follow along. It may be easier to do so in your own DIY or "How To" videos, as it is more visual and that the viewers could clearly see as to what these products look like should they get confused, but for process essays, it is a bit tricky. One tip that you could follow would be to include a comprehensive "Things You'll Need" section at the beginning of the paper or simply list the materials needed after the introduction so that the readers of your essay will prepare the materials needed beforehand to save precious time. There are moments in your life that you will be asked to draft up self-introduction essays as part of a class assignment.

There are times that an item on the list would seem very unusual for a person to procure. Should that be the case, such as a particular type of hand tool, be sure to clearly introduce it within the text. For instance, “The pin hammer has a finer tip than a standard hammer, making it suitable for more detailed work.” If at all possible, make sure to include a picture of the said object you are planning to use if you intend to publish the said essay online. You may also see a formal essay.

3. Create an outline of the task

In order to make things simpler for you on your end, it would be best if you created an outline that can help you create the flow of the process essay that you are working on. Keep in mind that the outline simply acts as the guide for the essay and is not the essay itself. Outlines are normally made with bullet points and at least 1 to 2 sentences per point. Creating an outline will be most helpful to especially informational process essays. Keep in mind that the more specific your article or essay topic, the more specific your details need to be. Here are some examples of how different people would write their essays.

- If your essay happens to be about cooking lasagna, you may want to begin your initial outline by saying, “Mix in basil.” Before you start writing, you could expand your outline to say, “Briefly mention taste differences between dried and fresh basil.”
- When writing an informational process essay outline about how journalists write a news report, you can include some details about journalists select a news story and the criteria they would use to determine a story’s newsworthiness.

Writing Your Body Paragraphs

1. Consult your outline

People have the tendency to be sidetracked, especially when making their own stories or novels or any written work for their personal use or for their schoolwork. From time to time, it is best to try and consult with the outline that you have made as not to get lost and personally confused to where you currently are in your essay making process. As aforementioned, outlines are considered an excellent way to draft the flow of your speech or essay should you ever get lost somewhere in the middle of your essay writing. Always refer back to your bullet points if ever your point was not made somewhere in the body of the paragraph. The outline is not always right, it is merely temporary. The possibility of not following your outline might not actually exist if you have happened to draft a better one. For more ways to help start up your essay, you may refer to this [hyperlink](#).

2. Structure the body of the essay in paragraphs

The outline simply serves as the guide for your essay and is not really the speech itself. Since you have already given some thought into making the outline, now is high time to formulate the body of your essay. As much as possible, when you decide to do the initial draft of your essay, keep it in paragraph form. Bullet points may be simpler, but it is first and foremost an essay. For instance, if your process essay is about making the best shepherd's pie, try drafting a paragraph on how to make the filling below and another paragraph on how to create good mashed potatoes on top of the lamb filling below. This, in turn, separates the two ideas for easy clarification.

Scholarship essays are normally written by applicants who wish to get their education at a lesser price, considering they uphold to the following conditions.

3. Add transitions in between steps

And since it is a process essay, it is very important that you place transitions on the steps to allow your readers to help identify as to what is Step 1 and what is Step 2. These transitions make it easier for the readers to help proceed to the next step without worrying they might have missed something on the previous step. Examples of some transitions would be the words *next*, *first*, *later*, *then*, *finally*, *before*, *afterward*, etc. For some examples of formal essays, you may refer to the [hyperlink](#).

4. Avoid using first-person pronouns

Including *I*, *we*, *us*, *me*, *mine*, *our*, and *ours* within your writing can make it seem less declarative and authoritative. In a process essay, this can make a reader less likely to trust your instructions. Instead, stick with a second and third-person perspective by using words, such as *it* or *they*. Here are some examples of argumentative essays for your reference.

5. Mention any cautionary notes

Some people would normally forget to add that at the end of the process essay. This is perhaps one of the worst things that the author will not bother doing since he or she did not think that the reader will go to that extent of not following what was written. As someone who has written the process essay in the first place or a notable DIY star on YouTube, please mention some of the mistakes or actions that people tend to do when performing the said task. By doing so, you might actually save a life when you warn people beforehand. These cautionary notes

serve as a warning to people as it might have already happened to some unfortunate people already. So when you are warned not to microwave your electronic devices for the sake of fun, just do not. For reference in writing personal essays, you can go through our website to find out more.