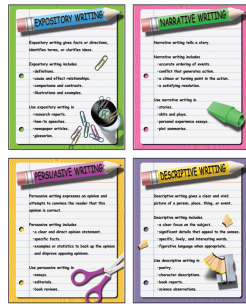


Types of Writing

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History of writing

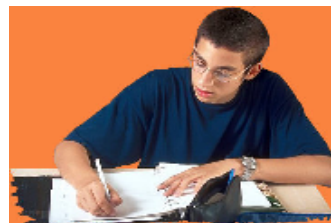
- Writing is nearly as old as humanity itself.
- As you know The **history of the alphabet** begins in old Egypt.

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Why do We write



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To remember

- ✓ Information
- ✓ Experiences
- ✓ Events



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To Reserve Rights

- ✓ Material Rights
- ✓ Moral Rights



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Document information and data



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To arrange a series of ideas



1 2 3
4 5 6
7 8 9
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To build bridges of communication between generations



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Forms of Writing

Reports
Booklets
Brochures
Pamphlets
Newsletters
Newspapers
Magazines
Correspondence
Books

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Correspondence

- Letters (formal/informal)
- Fax
- Memos
- E-mails

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Books Types

- Reference Books
- Text Books
- Manual or Hand Book
- Encyclopedia
- Proceedings
- Atlas
- Catalog
- Dictionary
- Year Book

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Types of Essay Writing

1. **cause/effect essay:** Writing about relationships between events and their results.
2. **comparison/contrast essay:** When you write about similarities and differences.
3. **definition essay:** Writing that tells what something means.
4. **description essay:** you are "painting a picture" with words.
5. **narration essay:** telling a story.
6. **persuasive essay:** you are writing to convince others by presenting solid, supported arguments.
7. **analysis essay:** write to explain how to do something or how something works.

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Steps of Writing

- **Establish Your Topic**
- **Organize Your Ideas**
- **Write a First Draft**
- **Revise the First Draft**
- **Proofread the Final Draft**

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Thank You

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