

# WRITING TYPES AND TOOLS

## Writing Modes in Brief

Essay writing incorporates a variety of modes or strategies of writing. Using a variety of these modes to inform and to educate the audience will result in the audience having a clearer view of the topic.

This can be accomplished through **illustration**. By giving examples through narratives, comparing, contrasting, explaining the causes and/or effects, describing with details, explaining how something came to be or how something works, defining what you mean, or sorting the topic into smaller components will make the writing more effective and more clearly understood by the audience. You, as the writer, are exposing the reader to new information.

Just what are these modes and how do you incorporate them?

**Narration** is telling a short nonfiction story - anecdote (personal experience, observation, or reflection based on past experiences). It is a direct short story that will add spark to your writing while introducing the topic or illustrating a main point.

**Description** – Your reader cannot see what you see, so using word pictures called concrete sensory images (the senses – see, hear, smell, taste, and touch) is like making a multisensory film. You want the readers to vividly sense the subject. You as the writer want to select details that will create a dominant impression of the subject – to sense it as a whole.

**Comparison and/or contrast** – Often explaining how things are alike or different, or how they were and how they have changed, will present new information This strategy can be useful in showing relationships; by showing

the comparisons and/or contrasts we provide clarity and insight and, therefore, we understand each one more clearly.

**Definition** – This strategy is necessary to define key terms, vague terms, or ambiguous terms. You reader needs to know exactly what you mean so that he or she can understand your points.

**Process analysis** – Sometimes explaining how something is done, made, or works, or how it came to be, will clarify a topic for a reader. Writing of this type analyzes the process, breaks it into steps, and shows how the process works.

**Cause and Effect** – By explaining or analyzing the causes, effects, or both of something, and the whys and what happened, or will happen, your readers will be able to understand and sometimes cope with the new ideas.

**Classification** – Writers often use this “sorting out” tactic to clarify a complicated or complex topic. The writer looks at the topic and breaks it into the components or subgroups that can be more easily understood. Each component is described and explained in relationship to the others. The individual components as well as the relationship between them can be more easily understood by the reader.