Revising the White Paper
The Local Level: Connections and Elaborations
A Note on My Comments

- Questions and comments designed to get you to dig deeper or to reconsider your approach

- They are intended to help you revise; not simply to tell you where you went wrong
A “Quick” Fix

- Many of the issues that need to be addressed result from a failure to meet the basic requirements of the assignment.

- Revisit the assignment prompt and previous PowerPoints:
  - They were distributed, they are available online, and I will evaluate your work accordingly.
  - There is no excuse for not following the prompt.
Five Local Concerns

- Audience
- Design
- Conciseness
- Section Introductions
- Citation
Primary Audience

- Orient everything in the document towards the primary audience
  - Needs
  - Values
  - Expectations

- Connect each aspect of the model focused on to the larger purpose of the white paper and its primary audience
Design Consistency

- Arrange subsections in the same order
- Place design elements consistently (layout)
- Provide consistent headers
- Compose subsections of equivalent length
Conciseness

- Use concise language to create accessible and professional prose
- Resist the temptation to use overly “bureaucratic” language
- Elaborate writing with examples: **conciseness = preciseness**
Section Introductions

- “Set-up section” = “hit the specific highlights of the model relative to the primary audience”
- What will be discussed and why
- Subsection introductions should also orient the primary audience towards each model
Sources and Citation (MLA)

Cite sources throughout the document to:

- Establish credibility
- Create an image of the university
- Avoid plagiarism