

TEACH ORGANIZATION

Follow a Scaffold of Instruction

*Start
with
ideas*

STEP 1: **KNOW THE TOPIC**

Writers must possess a lot of knowledge and information about the topic in order to develop it and present it in an organized product.

STEP 2: **CAPTURE EVERY DETAIL**

Information can't be organized if it isn't identified. All/Most working details must be noted in order to begin the process.

*Create
order*

STEP 3: **SORT RELATED INFORMATION**

Multiple details are physically sorted or grouped together based on similar information.

STEP 4: **LABEL THE SORTED GROUPINGS**

Details are "related" when they all have something in common. That commonality is the label that holds them all together.

*Honor
the
genre*

STEP 5: **UTILIZE ORGANIZERS**

See information presented within various formats and graphic organizers.

STEP 6: **ORGANIZE THROUGHOUT THE PROCESS**

"See" organization when listing, sorting, labeling, and arranging information based on the task or purpose of the writing.