Faculty Writing Productivity Packages

CSU Writes offers a way for faculty to get focused and write more: Faculty Writing Productivity Packages. These packages draw on research that shows faculty writers are most productive when they prioritize and schedule their writing, are held accountable for meeting (or not meeting) goals, and feel connected to a writerly community. Since each faculty's writing schedule/project/semester is unique, CSU Writes has 1 month, 1 semester, or 1 summer options. Mix and match what works for you.

Kind of like going to the gym for a fitness plan, you can put together a writing support package to get your writing life and projects in shape for a new year! For more information and to sign up, go to:

http://csuwrites.colostate.edu/faculty-writing-packages/

Writing Tip—Keep a Writing Log

The start of a new year and new semester is a great time to start a writing log to chart out your projects and track how much you actually write. A hidden benefit of keeping a writing log is that you will likely write more, simply because you are tracking your writing sessions! Writing productivity experts recognize writing logs to be an effective technique academics can use to stay on top of their projects, to write more, and to avoid needing to binge write to deadline.

There are many ways to structure a writing log. Patricia Goodson recommends keeping a Word file for each writing project in which you track a) the goal of the writing session, b) the results or accomplishments of the session, c) where to pickup at the next session. Robert Boice recommends keeping a daily record of 1) time spent writing, 2) pages finished, 3) percentage of task completed. And, Cal Newport recommends keeping a flexible daily schedule in which you allot time for “deep work,” including writing. At the end of each work session, tally how many hours you actually spent working on your writing project. See how many hours you tally over the week…then during the month and, gradually, over a year. Over time, you can recognize, based your tallied hours of writing, what weeks or months are most productive and most challenging for you.

Experiment with writing logs and find one that best suits you. Get in the habit of keeping a log this semester and “see” how much more you write and how much more “on top” of your writing projects you feel.