

Effective Writing Habits for Students

As you prepare for your future writing endeavors, consider implementing these best practices:

- Read and follow the directions outlined in your instructors' syllabi and assignment rubrics.
- Ask questions about your instructors' policies on AI-generated text before you begin writing.
- Clarify with your instructors what constitutes authorized resources and tools in their classes.
- Visit instructors' and teaching assistants' office hours as you develop project drafts.
- Register for [Reading-Writing Center](#) appointments to convey your ideas coherently.
- Consult with [FSU Librarians](#) regarding quality sources and proper citation management.
- Review the FSU English Department's [Plagiarism Exercises](#) guide.
 - The "Inappropriate Paraphrase and Summary" section may be particularly helpful

Additionally, be sure to document the revisions of your writing projects using these strategies:

- Use the online version of [Microsoft Word](#) and/or [Google Docs](#) to save the edits you have made to your projects automatically:
 - [View previous versions of Office files - Microsoft Support](#)
 - [Find what's changed in a file - Computer - Google Docs Editors Help](#)
- Use [Turnitin's Draft Coach](#) add-in to find similarities between your work and other texts.
- Keep records (ideally timestamped) of your writing efforts and appointments/consultations. Examples include the following documentation:
 - Email correspondence showing that you proactively asked for authorized help
 - Appointment confirmations proving you met with university professionals
 - Screenshots, printed pages, and/or web histories of your writing revisions
 - Photos of source materials (e.g., journal articles, newspaper stories, book excerpts, etc.), the folders/organizers containing them, and when the sources were last opened

To find out more about the Academic Honor Policy, please visit

<https://fda.fsu.edu/academic-resources/academic-integrity-and-grievances/academic-honor-policy>