

Process



What to consider when writing a process essay

A process paper either tells the reader how to do something or describes how something is done. As you write your process essay, consider the following:

- What process are you trying to explain? Why is it important?
- Who or what does the process affect?
- Are there different ways of doing the process? If so, what are they?
- Who are the readers? What knowledge do they need to understand this process?
- What skills/equipment are needed for this?
- How long does the process take? Is the outcome always the same?
- How many steps are there in the process?
- Why is each step important?
- What difficulties are involved in each step? How can they be overcome?
- Do any cautions need to be given?
- Does the process have definitions that need to be clarified?
- Are there other processes that are similar and could help illustrate the process that you are writing about?
- If needed, tell what should not be done or why something should be done.
- Process papers are often written in the second person (you), but some teachers prefer that you avoid this. Check with your teacher.

Your responses to these questions and statements should enable you to write an effective process essay.

Suggested transition words to lead readers through your essay

Process essays are generally organized according to time: that is, they begin with the first step in the process and proceed in time until the last step in the process. It's natural, then, that transition words indicate that one step has been completed and a new one will begin. Some common transitional words used in process essays are listed below:

One	Transition	Another
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time		time
	TIME	
	<i>After a few hours,</i>	<i>Immediately following,</i>
	<i>Afterwards,</i>	<i>Initially,</i>
	<i>At last</i>	<i>In the end,</i>
	<i>At the same time,</i>	<i>In the future,</i>
	<i>Before</i>	<i>In the meantime,</i>
	<i>Before this,</i>	<i>In the meanwhile,</i>
	<i>Currently,</i>	<i>Last, Last but not least, Lastly,</i>
	<i>During</i>	<i>Later,</i>
	<i>Eventually,</i>	<i>Meanwhile,</i>
	<i>Finally,</i>	<i>Next, Soon after,</i>
	<i>First, Second, Third, etc.</i>	<i>Previously,</i>
	<i>First of all,</i>	<i>Simultaneously,</i>
	<i>Formerly</i>	<i>Subsequently,</i>
	<i>Immediately before,</i>	<i>Then,</i>

A Sample Process Essay

Kool-Aid, Oh yeah!

It has been said that Kool-Aid makes the world go 'round. Let it be advised, however, that without the proper tools and directions, the great American beverage is nothing more than an envelope of unsweetened powder. There are five simple steps to create this candy-tasting concoction.

Picking the proper packet of flavoring is the first step in making Kool-Aid. Check the grocer's shelf for a wide variety, ranging from Mountain Berry Punch to Tropical Blue Hawaiian. If it is a difficult decision for you, knock yourself out and buy two. The packets usually run under 65 cents.

After choosing the flavor that best suits your taste buds, the second step is making sure that your kitchen houses some necessary equipment for making the Kool-Aid. Find a two-quart pitcher. Plastic is nice, but glass pitchers allow the liquid to shine through and add festive coloration to any refrigerator shelf. Next, find a long-handled wooden spoon, a one-cup measuring cup, a water faucet that spouts drinkable water, usable white sugar, and an ice cube tray full of ice. Then, you are ready to mix.

Third, grab the left edge of the Kool-Aid packet between your thumb and index finger. With your other hand, begin peeling the upper-left corner until the entire top of the envelope is removed. Next, dump the contents of the envelope into the pitcher. Notice how the powder floats before settling on the bottom of the pitcher. Then, take the measuring cup and scoop two cups of sugar into the pitcher as well. At this point, adding the water is a crucial step. Place the pitcher under the water faucet and slowly turn on the cold water. If the water is turned on too quickly, powder will fly all over when the initial gusts of water hit. After the pitcher is filled within two inches of the top, turn the water off and get prepared to stir. With the wooden spoon submersed three-quarters of the way in the liquid, vigorously stir in a clockwise motion until all of the powder is dissolved. Taste it. If the Kool-Aid is not sweet enough, feel free to add more sugar.

Fourth, when you are finished seasoning the Kool-Aid to your liking, rinse off the spoon and the measuring cup. Take a glass from the cupboard. An eight-ounce glass is usually sufficient. But stronger thirsts might prefer a 32-ounce mug. Add ice and then fill the glass with Kool-Aid. Find a comfortable chair, put your feet up, and drink away. After all, Kool-Aid makes the world go 'round.

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