

Writing ROADMAP™ 2.0

Student Guide



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ABOUT THIS GUIDE

Organization

This *Student Guide* provides an overview of *Writing Roadmap*[™] 2.0 and shows you how to start the *Writing Roadmap*[™] 2.0 program; use essay prompts and on-board instructional tools to practice, improve, and automatically score your writing.

Typographic Conventions

The following typographic conventions are used throughout this guide to help you quickly find and understand information:

- Menu names, menu options, list names, arrow names, and button names are printed in bold type. For example: On the **View** menu, click **View as Form**.
- Text that you should type appears in bold and a distinct font so that you can easily read it. For example: **Narrative**
- Words that are included in the glossary are italicized the first time they appear in the guide. For example: *structured writing interface*

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1. Introduction

Welcome to Writing Roadmap™ 2.0. To help you understand this User's Guide - Student Edition, please read the following *Objectives* and *Description*:

Objectives

When participating in this training session, participants will:

1. Describe the Writing Roadmap™ 2.0 program.
2. Practice logging into the Writing Roadmap™ 2.0 site.
3. Recognize features of the Student Module Interface.
4. Use each feature of the Student Module Interface effectively.
5. Practice writing an essay.
6. Practice scoring an essay.
7. Practice logging out from the Writing Roadmap™ 2.0 site.

Each of these objectives is related to specific skills and knowledge you will need to use Writing Roadmap™ 2.0 effectively. A *Glossary*, (Appendix A) and a Self -Assessment Rating Scale (Appendix B) are located at the end of this guide. You can rate your achievement of these objectives after using this guide.

Description

Writing Roadmap™ 2.0 is an Internet-based tool that helps you practice and improve your writing skills in an online environment. Special tools, such as the *Tutor* and *Hint*, make this learning tool very effective. When finished editing and rewriting, you submit your final essay for *automatic scoring*. A bar graph report and explanation then shows you how you performed on key dimensions of writing skills along with your overall writing performance.

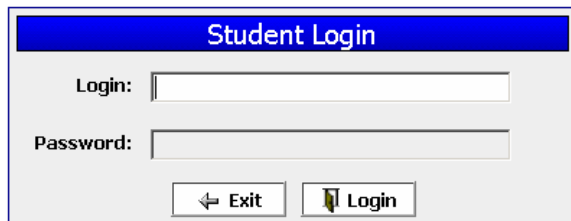
2. Login Function

Starting the *Writing Roadmap™ 2.0* Program

1. Launch your **Internet Browser**.
2. Type: www.writingroadmap2.com, then press enter.
3. Click on the Student Browser Login

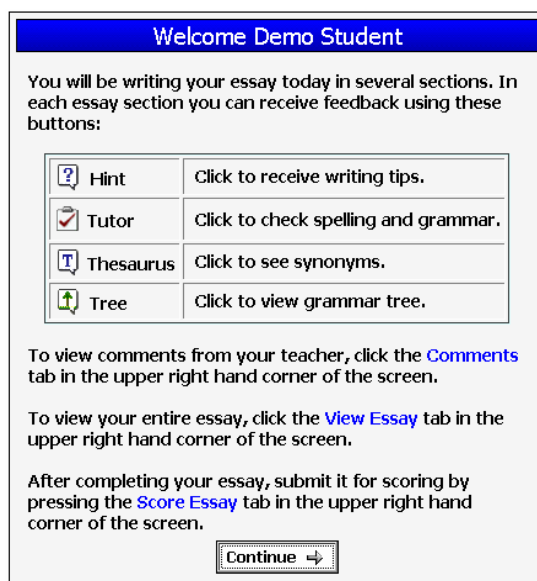


4. Type in **Login**: [Provided by Administrator]
5. Type in **Password**: [Provided by Administrator]
 - a) Login and Password not case sensitive
6. Click **Login** to begin.







The screenshot shows a 'Student Login' window with a blue header. Below the header are two text input fields: 'Login:' and 'Password:'. At the bottom, there are two buttons: 'Exit' with a left-pointing arrow and 'Login' with a right-pointing arrow.

7. For a brief overview, read the **Welcome Student** screen. Then click **Continue**.

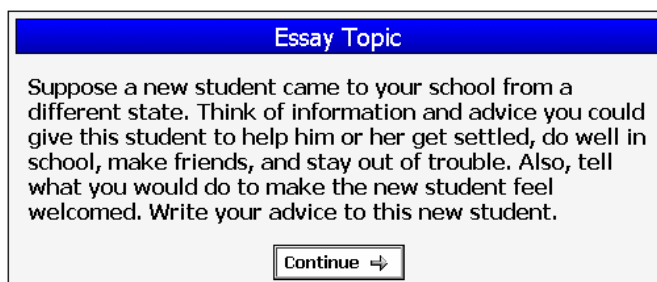


The screenshot shows a 'Welcome Demo Student' window with a blue header. Below the header is a paragraph of text: 'You will be writing your essay today in several sections. In each essay section you can receive feedback using these buttons:'. Below this is a table with four rows, each containing an icon and a description:

 Hint	Click to receive writing tips.
 Tutor	Click to check spelling and grammar.
 Thesaurus	Click to see synonyms.
 Tree	Click to view grammar tree.

Below the table are three paragraphs of text: 'To view comments from your teacher, click the [Comments](#) tab in the upper right hand corner of the screen.', 'To view your entire essay, click the [View Essay](#) tab in the upper right hand corner of the screen.', and 'After completing your essay, submit it for scoring by pressing the [Score Essay](#) tab in the upper right hand corner of the screen.' At the bottom is a 'Continue' button with a right-pointing arrow.

8. Read your **Essay Topic** and click **Continue**.



The screenshot shows an 'Essay Topic' window with a blue header. Below the header is a paragraph of text: 'Suppose a new student came to your school from a different state. Think of information and advice you could give this student to help him or her get settled, do well in school, make friends, and stay out of trouble. Also, tell what you would do to make the new student feel welcomed. Write your advice to this new student.' At the bottom is a 'Continue' button with a right-pointing arrow.

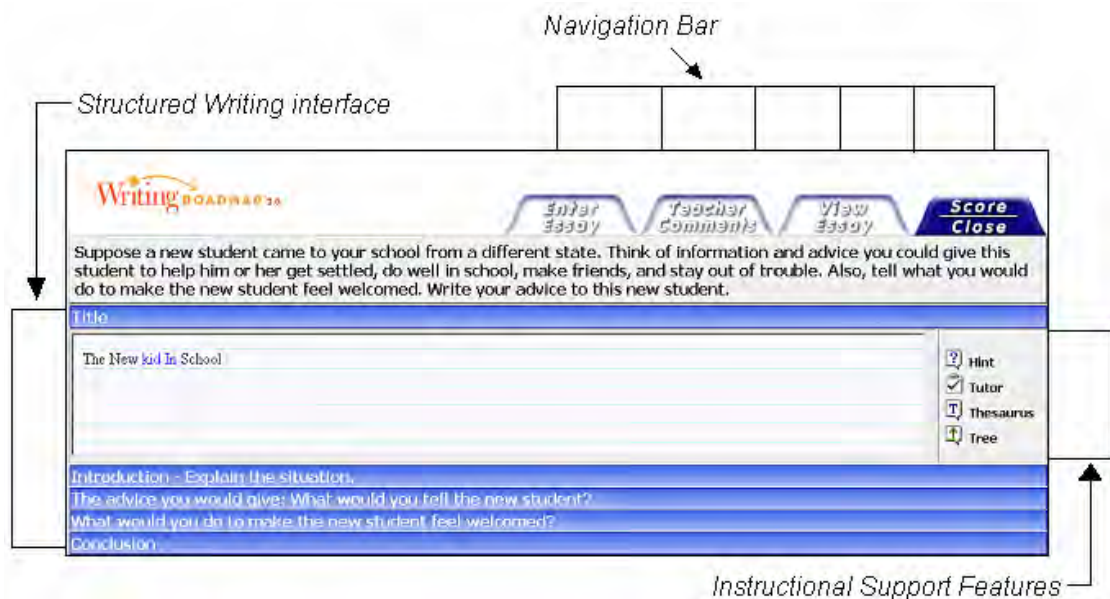
3. Student Module Features

Introduction

Please read the following:

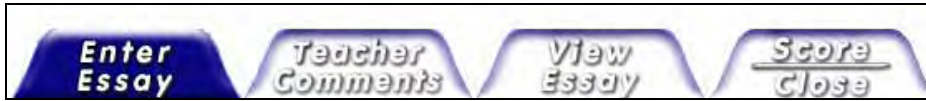
The Student Module Features have three main components. Each one supports and guides both you and your teacher in the writing process. When you enter your essay, you can receive immediate support and feedback. You simply click on the section you wish to work in and type the text directly into the space provided in each section. If you are in the midst of rewriting, you can save and close this program until you are able to continue writing and/or editing. When you are sure that you are finished with your rewritten and edited essay, you then submit your final version for automatic scoring. The Structured Writing Interface provides:

- A full, on-demand, support system that guides your writing process.
- Organization of each essay by sections.
- Promotion of well-organized text.
- Immediate feedback and support.
- A place to receive direct suggestions, comments, and corrections from your teacher on your written work, and a place to revise, edit, and then re-score your work, all electronically.



Navigation Bar

The Navigation Bar has four separate sections that you and your teacher will use in the writing process.



- *Enter Essay* is used for you to develop your ideas and create the essay.
- *Teacher Comments* tab is used to provide you written instruction, feedback, and guidance before, during or after the development of the essay.
- *View Essay* tab allows you to view the entire essay without any section breaks.
- *Score/Close* tab allows you to save and close your essay or submit the essay for scoring.

Structured Writing Interface

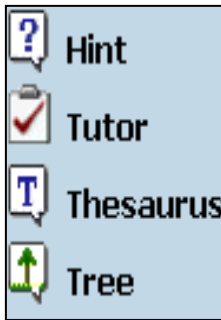
Click on the **Enter Essay** navigation tab. The essay prompt and body will be displayed. Click on the section to be developed and begin writing.

***When writing, press Enter to begin a new paragraph.**



As you develop the essay, a set of four instructional support features is displayed to the right of each section. These features provide support and guidance during the writing process. When you are developing any given part of the essay, simply click on one of these icons to use these support features.

Instructional Support Features



The *Hint* section coaches you on how to respond in a specific essay section and how to improve an essay.

The *Tutor* gives you feedback by section and by sentence, and suggestions for grammar and syntax improvements.

The *Thesaurus* provides synonyms for specific words.

The grammar *Tree* diagrams sentences, identifying basic grammatical components of a sentence.

Hint Icon

The Hint icon provides suggestions for the particular introduction or body section of the essay that you are developing.

Section Hint: "The Introduction" ✕

A good introduction will tell the main ideas about your topic. It will get someone interested in reading the rest of your paper to learn more about your ideas. For this topic, it would be good to remind readers of the situation - giving advice to a new student.

For this type of writing, an introduction is usually one paragraph. A paragraph is usually at least three sentences that are all about the same thing. For example:

Hey, there! You're the new kid, aren't you? I'm going to give you some advice to help you get settled, do well in school, make friends, and stay out of trouble. I will also try to help you feel welcomed. Believe me, I know about this school, and you would be smart to listen to this information and to follow my advice.

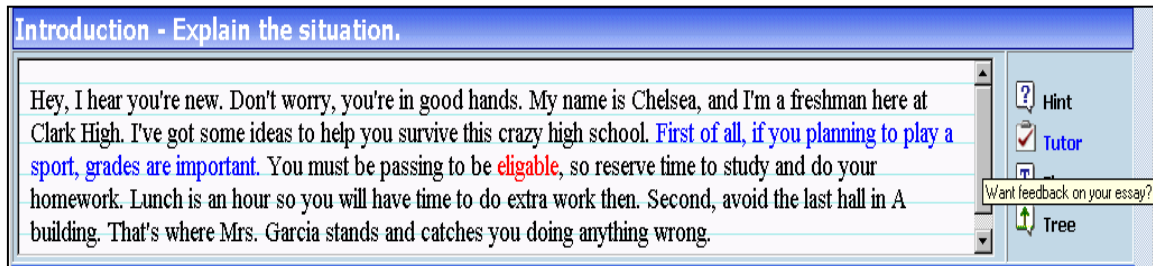
Section Hint: "The Body" ✕

In this part of your answer, which is part of the "body" of your writing, you should give advice. The advice should be about doing well in school, making friends, and staying out of trouble. The details might include information about how to get good grades, which rules are most strictly enforced, and things that will help the new student fit in well with the other students.

Tutor Icon

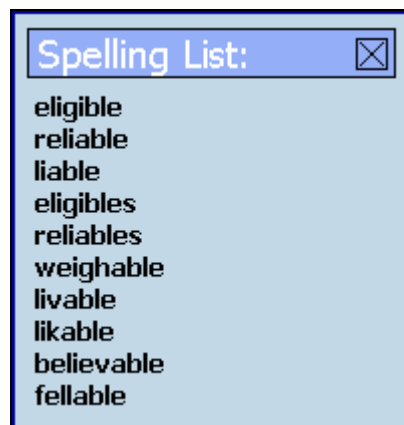
In this is a sample introduction to an *expository essay*, the student completed the introduction part and clicked on the Tutor icon. The tutor will analyze the section and provide immediate feedback to the student.

The illustration below shows one sentence highlighted in blue, (indicating concerns with sentence structure, syntax, lexicon, and other types of mechanics) and one word highlighted in red (indicating a misspelled word(s)).

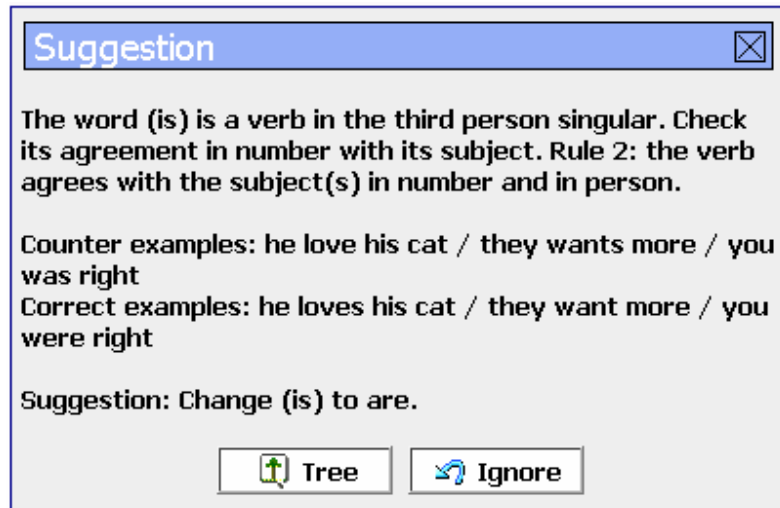


To use this feature the student simply:

1. Develops the essay's section
2. Clicks on the Tutor icon
3. Receives a prompt telling the student the section is being reviewed
4. Sentences and words that have problems will be color-coded.
5. The student will use the mouse to highlight the color-coded text and then will use the right click function of the mouse to display the suggestion box.
6. *Highlighted words* (in red) are revised in the same manner; highlight the word and use the right click function of the mouse.
7. A dialog box (spelling list) will display and show the correct spelling of the highlighted word. Spelling errors are corrected before grammatical errors.



8. Right mouse click on sentences that are color-coded blue to display a dialog box explaining the problem.

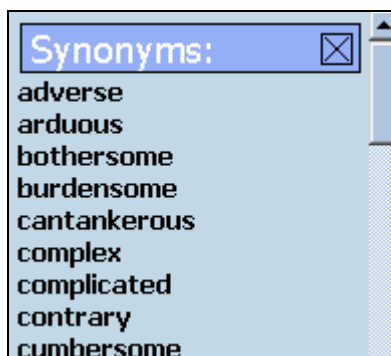


Thesaurus Icon

This function provides synonyms to words you have highlighted. It can replace the original word with the referenced word or it can cross reference additional synonyms from related words that are similar but not the same as the original word highlighted.

To use the Thesaurus icon:

1. Simply highlight any word with the mouse.
2. Click on the Thesaurus icon (a small window will appear).
3. Choose the word or related word you'd like to reference by clicking on it.
4. An additional window will appear with a variety of synonyms to choose.
5. Choose the word by simply double clicking on the word with the mouse.
6. The display below is a partial list for the word **difficult**.



Tree Icon

This function provides you with the ability to decode, analyze, and modify any given sentence contained within the body of the essay.

- Highlight any sentence you'd like to diagram, and click on the Tree icon.
- The *Sentence Workshop* window will appear.
- *Detailed View* will diagram the sentence, identifying the different components to the sentence, such as the noun(s), verb(s) adjective(s), adverb(s), and pronoun(s).
- Modify any part of the sentence and view the update within Sentence Workshop by clicking on the update tree button.
- Upon finishing the analysis place the modified sentence back into the essay by clicking on the *update essay* button.



4. Revise Essay

Go through each section of the essay and practice revising your work. Add new sentences and try out the various tools described above. Then proceed to the next section.

5. Score Essay

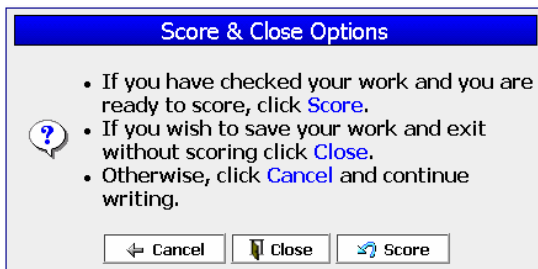
The scoring feature has two primary functions, which can be employed at any time while using Writing Roadmap™ 2.0. The first purpose is to have your completed essay submitted for scoring and assessment, the second is to save the work, enabling you to return and finish at a later point in time.

Using the Navigation Bar, choose the tab labeled **Score/Close**.



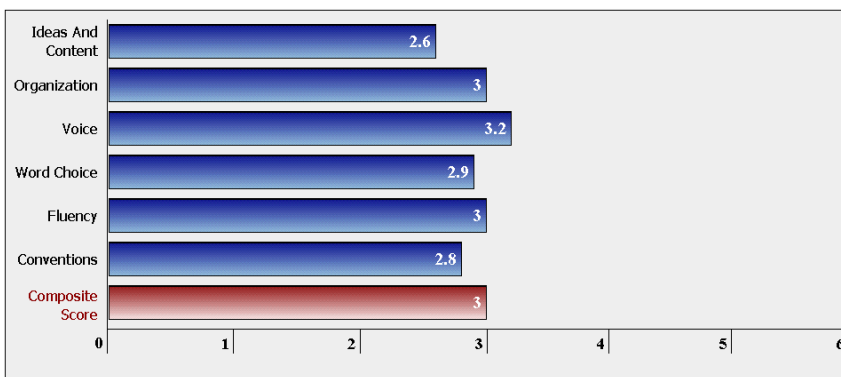
A pop-up window appears, choose the appropriate option.

- Choose *Close* to save the work in progress and return to finish it at a later time.
- Choose *Score* to have the essay submitted for grading/assessment.
- Choose *Cancel* to return to the essay.

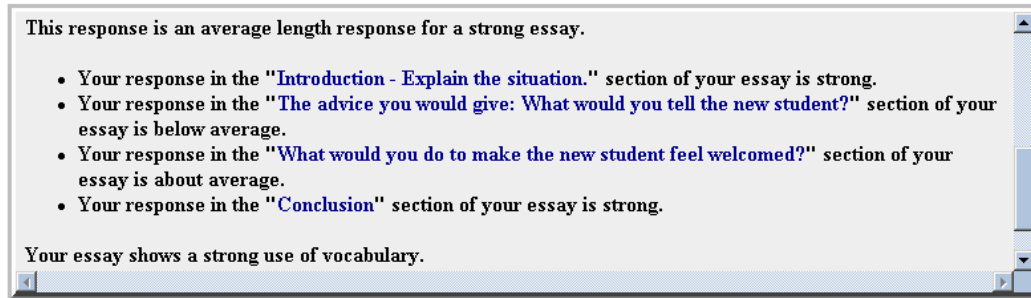


Upon choosing Score, a window will appear showing the results of the submitted essay. The assessment is based on a four or six point rubric scale with seven different components analyzed and scored.

Feedback for each component is provided both in graphic and narrative interface. The graphics are shown as a bar graph, while the narrative is displayed in small text boxes. To display the text boxes, simply drag the cursor anywhere on each of the seven displayed bar graphs; a small text box will be displayed interpreting the score for that specific section.



Additional feedback is provided in the *Narrative Feedback* section where specific feedback can be viewed.



6. Logout Functions

Logging out of Writing Roadmap™ 2.0

1. Click on the *Score/Close* tab found on the navigation bar.
2. Two options are given to either score the essay or save and close it.
3. Choosing the close tab will automatically save the essay and log you out.
4. Choosing the Score tab allows you to view the graphic and narrative interface, with the option to *print* or *close*.
5. Choose close and the program will automatically save the information and log you out.

Glossary

Analytic Scores	Computes six analytic scores in the areas of Ideas and Content, Organization, Voice, Word Choice, Fluency, and Conventions.
Automatic Scoring	Computes a holistic score as well as six analytic scores in the areas of Ideas and Content, Organization, Voice, Word Choice, Fluency, and Conventions.
Basic Functions	The student's structured writing interface has four functions; i.e., Enter Essay, Teacher Comments, View Essay, and Score/Close sections.
Essay	A written composition divided into five sections; i.e., title, introduction, two body paragraphs, and conclusion.
Glossary	Defines selected terms used in this guide.
Hint	Suggestions of how to respond in a specific essay section or how to improve an overall essay.
Holistic Score	A comprehensive score.
Instructional Features	Hint, tutor, thesaurus, and grammar tree features available to Support to assist a student improve writing.
Sentence Workshop	Used to help and conclude modifying any part of a sentence.
Writing Roadmap™ 2.0	A protected service mark, registering Writing Roadmap™ 2.0 software to CTB/McGraw-Hill as a writing program designed to help students improve their writing skills.
Spell Checker	Automatically indicates misspellings and provides alternatives.
Structured Writing	Prearranged screen components that include basic essay sections, instructional support features, and a navigation bar.
System	Lists the minimum hardware and software requirements for Requirements the program.
Thesaurus	A language guide that provides synonyms for cited words.
Tree	Diagrams basic grammatical components of a sentence, such as noun(s), verb(s) adjective(s), adverb(s), and pronoun(s).

Tutor

Individualized feedback by section and by sentence and general tutorial on grammar and syntax mechanics.