

Chart of Writing Strategies: Matching Tools to Tasks and Environments

Writing Task	Context Factors	Strategies
Note taking in class	Can't talk out loud during a lecture	<ul style="list-style-type: none"> • Pencil/paper • Copy of teacher's notes/slides • Audio recording with indexing
One-word answers on a worksheet (e.g., fill -in-the-blank)	Usually needs to be done in class	<ul style="list-style-type: none"> • Pencil/paper • Scanned worksheet and typing
Sentence answers on a test	Must be done in class or in a separate location at school	<ul style="list-style-type: none"> • Typing • Typing with word prediction • <i>Speech recognition</i> • Human scribe
Sentence answers on assignment (e.g., vocabulary sentences)	Can be done in class or at home	<ul style="list-style-type: none"> • Typing • Typing with word prediction • <i>Speech recognition</i> • Human scribe
Essay writing (e.g., one paragraph or more)	Can be done in class, separate location, or home	<ul style="list-style-type: none"> • Typing • Typing with word prediction • <i>Speech recognition</i> • Human scribe
Science lab report, social studies report	Can be done in class, separate location, or home	<ul style="list-style-type: none"> • Typing • Typing with word prediction • <i>Speech recognition</i> • Human scribe