



FACULTY WRITING GROUPS: TRACKING YOUR PROGRESS

HOW TO MEASURE PROGRESS

A successful writing group requires members take personal accountability for their writing progress. However, progress can look different for each of us. One person might feel they have been successful when they have set aside and stuck to weekly writing sessions, another person might measure writing success by how many new words they add to a draft, and still others might measure success by looking how many goals they have achieved. Start by asking yourself, “How will I measure success this semester?” Record your answer in the space below.

DEFINING YOUR GOALS FOR THE SEMESTER

Let’s start small. What are two goals you have for this semester? Goals can be project-based (e.g., “I want to complete this draft and finish the R&R that’s been sitting on my desk since January”) or habit-based (e.g., “I want to find an hour of time to write each week”).

1.	
2.	



RESOURCES FOR TRACKING WRITING PROGRESS

CHECKING-IN WITH YOUR GROUP

A benefit of a writing group is that you are not doing this alone. Talk with your group about how often you want to discuss your writing goals and progress. If you are a concurrent writing group, you might take the first 5 minutes of each writing session to celebrate your progress and share your struggles. If you are an accountability group, you might plan to meet once a month to share progress and set new goals. If you prefer to communicate asynchronously, a group email or text can serve as a good way to check-in.

Question	Your Group
How often will you check-in with one another to discuss your goals?	
What method will you use for communication?	
How will you share when you have accomplished your goals?	
How will you let your group know when you need encouragement?	
Other Notes	

