## Structure of a Writing Conference

<table>
<thead>
<tr>
<th>Parts</th>
<th>Looks like in <em>Teaching</em></th>
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| **Research the writer:**  | *Say:* Can you tell me the work you’re doing as a writer?  
What’s your plan/goal for your writing today?  
What are you trying to get better at?  
What strategies are you using? |
| Tip: While the writer is talking you are actively listening for a compliment and what you might teach. TIP: Don’t let them go on and on about the piece—watch your time! |                                                                                                                                                      |
| **Compliment the writer:**| *Say:* Can I give you a compliment? One thing that you’re doing well that other writers do is…  
This is important because (it helps your reader get really relive the story with you, it helps hook your reader, it helps your reader feel differently/think differently, etc)…  
• Name what the writer is doing (or almost doing) well  
• Say WHY that’s important  
• Tell them to do it again and again (in any writing) |
| Tip: The most important part – THE COMPLIMENT!! It should be a paragraph of words |                                                                                                                                                      |
| **Teach the writer:**    | *Say:* One thing that I have been working on….One thing that can help you…Let’s make that even better (building on the compliment) DO NOT SAY BUT!  
• May give a little demo using your notebook  
• May do a little explain and example  
• May get the writer to start writing and coach them |
| Tip: teach ONE thing |                                                                                                                                                      |
| **Active Engage the writer:** | *Say:* Now try it on your writing…  
Have the writer try it out—in the air or on paper |
| Tip: Quick try-out. If they write it, you may even get another conference started and come back to check on that writer. |                                                                                                                                                      |
| **Link the writer:**     | *Say:* Wow! Now this strategy (name it here with a skill and strategy) is one you can start using in ANY writing piece. Here’s a strategy card to remind you this should be part of your writing backpack of tools.  
• Close out the conference by naming the teaching point again  
• Leave the writer with a strategy card |