# <u>Tips and Guidelines in Writing a</u> <u>Personal Essay</u>

01 Pick a topic

06 Provide the facts

02 Determine the focus

07 Share your opinions

03 Know the purpose

08 Be consistent

04 Create an outline

09 Write simply and briefly

05 Write the draft

10 Edit your essay





# **Personal Essay Guidelines**

**Ying-Ying Zheng** 

#### **Personal Essay Guidelines:**

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