

Goals for cover letter:

- Discuss strengths, areas of growth, and future goals for your writing
 - Both process and product!
- Make an argument that your writing is improving, using your papers as evidence

Cover Letter Sample 1

I feel as if I have grown substantially as a writer so far this year. I came into this class with a solid foundation as a writer, but I think I have really developed into a more thoughtful writer. In the past I would go about writing papers by sitting down and working non-stop until I had finished the paper. Although this strategy produced decent papers, I now prefer to write over a longer period of time. It is helpful to me to write out my ideas and let them sit on the page for a day or so until I can come back and edit. I now try to write papers by writing out my ideas and then thoroughly revising them. This allows me to better formulate my ideas and shape a better argument. I have found that reading over my papers aloud helps me to recognize areas that need improvement. This strategy helped me to dramatically rearrange my second paper to form a more powerful argument. I feel as if I am a strong writer in terms of word choice and argumentation. In paper 1 I think I showed this strength in my explanation of the flaws in Lippi-Greens analysis of Standard American English. I feel as if I can express my ideas fairly clearly as long as I plan well. One problem I encountered this semester was in terms of writing myself to an argument. Instead of carefully shaping a plan to write I would just start writing and come to an idea in the process. I would like to fix this issue by writing full outlines for my papers before beginning so I can lay out a full argument before I start writing. This would help me stay focused in my analysis so that I am only arguing for a specific thesis. I also hope to work on the flow of my writing. I often construct excessively large sentences that confuse more than they persuade. Spending more time editing would allow me to think of other ways of phrasing something to make a more understandable sentence. I also think I can still improve in my grammar and APA citations as I often make careless mistakes in these detail oriented areas. Overall I feel as if I have improved the most in my editing as it is now a much larger part of my total writing process.

Cover Letter- Sample 2

I believe that I did a good job summarizing general concepts in both essays. In my first essay, I summarized the main points of Lippi-Green's chapter on the myth of standard English. Although my paragraph was not incredibly concise, I think I articulated my thoughts on what Lippi-Green was trying to say well. In my second essay, I did a better job of writing a succinct summary of the plot of *Slumdog Millionaire* that still included all the necessary information. Another writing skill that I felt I was strong in was the integration of quotes into each essay. I am capable of chopping up quotes into smaller sections and mixing them into my own words to enforce my ideas. In my second essay, I broke up the quote "the varieties of English spoken in peripheralized communities persist because they are a primary way to establish solidarity and loyalty" and incorporated it within my own speech to sound like this:

"While language solidarity more often refers to "varieties of English spoken in peripheralized communities" that are to "establish solidarity and loyalty" between members speaking this minority language, Jamal uses English to separate himself from his native language."

I've become much better at writing in a more clear, articulate manner. Many of my comments on my papers included improvements such as "you need to be more precise and clear in some points", "make clear that this is all what Lippi-Green says", "you can make this more concise by saying 'Jamal's use of...'", and so on. An example of clarifying my language to make it more specific includes changing this sentence:

"Although people like to believe perfect *SAE exists, the fact that there are conflicting views on how to best define *SAE demonstrates that a universal form of *SAE does not exist; therefore, those that propagate *SAE are not necessarily enforcing identical forms of *SAE."

My new sentence in my final draft sounds like this, "Although many people like to believe perfect *SAE exists, Lippi-Green argues that the lack of a universal form of *SAE demonstrates weakness in the concept of having a standard language every member of society must abide by" making it clear this is Lippi-Green's point of view on the topic. It's really helped to be able to talk to Professor Shapiro and Caroline about the ways I articulate my thoughts and ideas – I think my biggest problem was not having a clear enough thesis to begin with, which caused me to write unclear evidence and analysis paragraphs. Having to verbally explain to them my ideas helped me solidify and specify exactly what I wanted to say. Reading my papers aloud to me has also really helped me catch wordy, awkward language.

By writing these essays, I've learned that not having a concrete thesis before starting a paper is very difficult. The way I plan to approach my next paper and other papers is to do a free write so I can get all of my ideas out, and then come up with a logical and supportable thesis. Then I'll go over structure of the argument and find evidence. I plan on continuing to work on organization of my essays, clarity, using elevated languages, and properly citing my sources.