

SHORT-ESSAY GUIDELINES (short-version)

"READ THE QUESTION COMPLETELY"

USE THE "QUESTION BREAKDOWN TOOL" TO UNDERSTAND THE QUESTION AND ANSWER THE QUESTION CLEARLY.

1. Make sure you write your ESSAY so that it **IS NOT** a single never-ending stream of words.
2. Also, use the "MAJORITY" of the "WORD LIMIT" in the instructions.
 - a. Answer with **too few words** you do not care to make an effort, to make a complete answer.
 - b. Answer with **too many words** you are trying to show off you knowledge of the topic as you **EXCEED** the **MAXIMUM** requirement.
 - c. Maximizing your answer, use 75-95 percent of the maximum words allowed. Be sure to answer question(s) clearly, completely, and effectively using examples Do not **PLAGERIZING**, others work.
3. Write the essay answer so that it flows in a clear and easy manner.

DO THIS:

 - a. Initial essay check-reread the essay question:
 - i. Then **read your essay** without interruption or hesitation/stopping
 1. **Do this out loud**
 2. Mark where **other mistake** are found
 - ii. Revise essay(s) needing changes to grammar, style, structure, flow, and improve readability and flow of each essay.
 1. Make initial revisions and repeat (i -1 and 2)
 2. Send essay to a Faculty, Counselor, or Scholarship Specialist Specialist)
 - iii. Have your essays proof read after all changes are complete.
 - iv. Save you Final essay after proofing and correcting essays if required
 1. Review essays after CORRECTIONS; learn from the review of each essay.
 2. Make notes about essay writing to improve skills.

Breaking Down Question

EXAMPLE Question:

What are your three most important reasons for considering and then deciding on your major? (Be specific and add the details you consider most interesting) **Maximum words 100 - 200**

A. THREE METHODS FOR BREAKING DOWN AN ESSAY

1. What are your **three most important reasons** for **considering** and then **deciding** on **your major**?

or

2. What are your three most important reasons for considering and then deciding on your major?

3. What are your

- three most important reasons
- for considering
- and then deciding
- on your major?

USE **ONE OF THE BREAKDOWNS** AND **MAKE A FEW NOTES** TO BEGIN YOUR ESSAY AND TO **ENSURE YOU ARE COVERING ALL POINTS** OF THE ESSAY.

What are your

1. three most important reasons Love animal, liked watching vet shows as kid, greatest thing is to see animals get well,
2. for considering becoming a Veterinarian Assistant or Veterinarian
3. and then deciding once I completed my first year of college
4. on your major? **Focusing on Biology short term and Veterinary Medicine long term** and

FIRST DRAFT

1. three most important reasons I Love animal, liked watching vet shows as kid,
greatest thing is to see animals get well,
2. for considering becoming a Veterinarian Assistant or Veterinarian
3. and then deciding once I completed my first year of college
4. on your major? Focusing on Biology short term and Veterinary Medicine long term

INITIAL WRITE 222 WORDS 35 reading ease / 7 grade – readability score

Having grown up in the country gave my family and me the space to have several types' pets. Actually, we had two dogs a cat and a bird in the house. While we kept a little goat and a miniature pig outside. As a little kid I watched veterinary shows, I really liked the way the veterinarians' like E-Vet Interns, Emergency Vets and Crocodile Hunter even though it wasn't a vet. show I learned a lot about animals from it as a kid. As I grew-up in High school I had to take a science class, so I took biology. It went well, I received an A and realized I did enjoy the Idea of understanding how organisms work. After graduation, I started college at Cuyamaca in the Fall of 2019, I was thinking of getting a degree as a Veterinary Technician or maybe a Veterinarian. My first year went so well with Biology, Algebra, English and History in the Fall that but that I thought was a long shot at first. Then in my second semester, I did well despite the COVID issue, which only challenged me to focus on my family pets and my classes. My goal is to earn my Doctor of Veterinary Medicine (DVM) and eventually have my own clinic that will also help those in the countryside.

FIRST DRAFT REWRITE 199 WORDS 50 reading ease / 12.5 grade – readability score

Growing up in the country gave me the space to have several types' pets. I had two dogs, a cat, and a bird in the house, then outside there was a little goat and a miniature pig. As a little kid I watched veterinary shows treat animals, I liked watching veterinarian shows like E-Vet Interns, Emergency Vets, and Crocodile Hunter, even though it was not a vet show, I learned about animals from it as a kid. My sophomore year of high school I had to take a science class, so I took biology, my class went well, and I received an A and realized I enjoy biology and understanding how organisms work. After graduation, I started Cuyamaca College that Fall of 2019, I was thinking of getting a degree as a Veterinary Technician or maybe a Veterinarian. My first semester classes Biology, Algebra, English and History went well I received a 3.95 GPA in Fall. Then in Spring 2020, I did well despite the COVID issue, which challenged me to focus on my pets, and classes. My goal is to earn my Doctor of Veterinary Medicine (DVM) and eventually have a clinic to help those in the countryside.

SECOND DRAFT– being **PROOFED (AKA REWRITE)** 200 WORDS **50 reading ease / 12.5 grade – readability score**

Growing up in the country gave me the space to have several types' of pets. I have two dogs, a cat, and a bird in the house, then outside there are a little goat and a miniature pig. As a little kid I watched veterinary **shows, like** E-Vet Interns, Emergency Vets, and Crocodile Hunter, even though it was not a vet show, I learned **significant details** about **many types** of animals from **the Crocodile Hunter**. **Then my** sophomore year of high school I had to take a science class, so I took biology, my class went well, and I received an A and realized I enjoy biology and understanding how organisms work. After graduation, I started at Cuyamaca College that Fall 2019. **After high school, I thought** of getting a degree as a Veterinary **Technician or a Veterinarian**. **My first semester went well in Biology, Algebra, English and History I received a 3.95 GPA. Then in the Spring the COVID issue challenged me to focus on my pets, and my classes.** My goal is to earn my Doctor of Veterinary Medicine (DVM) and eventually have a clinic to help those in the countryside.

FINAL PROOFED DONE 196 WORDS **53 reading ease / 11 grade – readability score**

Growing up in the country gave me the space to have several types' of pets. I have two dogs, a cat, and a bird in the house, and then outside there are a little goat and a miniature pig. As a little kid I liked to watch veterinary shows, like E-Vet Interns, Emergency Vets, and Crocodile Hunter, even though it was not a vet show, I learned significant details about many types of animals from the Crocodile Hunter. Then my sophomore year of high school I had to take a science class, so I took biology, my class went well, and I received an A and realized I enjoy biology and understanding how organisms work. After graduation, I started at Cuyamaca College that Fall 2019. After high school, I thought of getting a degree as a Veterinary Technician or a Veterinarian. My first semester went well in Biology, Algebra, English and History I received a 3.95 GPA. Then in the Spring the COVID issue challenged me to focus on my pets, and my classes. My goal is to earn my Doctor of Veterinary Medicine (DVM) and eventually have a clinic to help those in the countryside.