January 31, 2000

A writing assignment

Due Monday, February 7, 2000

Please write a two page essay (using a standard font!) on a topic connected with the privacy of medical records. The essay could be expository, discussing some aspect of the issues, or it could be argumentative, supporting a viewpoint. Give any references you use (but give at least <u>two</u> references). This essay should be your own work!

Background comments about this writing assignment

I've generally found writing even adequately to be difficult. Here are some suggestions:

- Write complete sentences.
- Write sentences expressing ideas clearly and completely.
- Proofread your own work and edit it. Ask a friend to read your work and comment.
- Buy a copy of *The Elements of Style* by Strunk and White, a very short book. Read it once a year. An early edition of it is available on the web: look at
  `http://www.bartleby.com/141/index.html.`
- Include a clear thesis statement at or near the beginning.
- Support your major points with reasons, examples, or evidence.

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