

UW ADVANCE’s Write Right Now (WRN)

Overview:

- Write Right Now (WRN) is designed to support faculty’s writing success and foster connections with other STEM faculty at UW through structured time to write and be in community.
- Five WRN days are offered at the end of each academic quarter and for a week in the summer.

Set-up:

- Create a dedicated writing space with tables, chairs, extension cords, etc. (max 2 people/table)
- If possible, provide snacks, coffee, tea, water, and hot lunch.

Session Expectations:

- Participants must be actively working on a writing project when in the session. Writing includes working on figures, looking up references, writing text, organizing information, etc. Anything that actively contributes to moving writing projects forward counts.
- No emailing, texting, social media, web browsing, phone calls, etc. are allowed during WRN.
- Non-writing activity should be relegated to break time or outside of the WRN room.
- Phone, computer, and other electronic device notifications should be muted.
- Given the limited space available, participants are expected to commit to the full WRN day.

Format:

- WRN begins with a round of introductions. Participants share their name, department, and their writing project(s) for the day.
- As illustrated in the schedule below, the day alternates between 25 minutes of writing and 5-minute breaks (Pomodoro technique for writing). It also includes a lunch break.
- To encourage positive feedback, participants are invited to briefly share via post-it notes highlights on their progress. These notes are added to an accomplishments poster.

Morning Session		Afternoon Session	
Welcome & Set-Up 10:00 – 10:05		Lunch Break 12:30 – 1:00 PM	
10:05 – 10:30	Write	1:00 – 1:25	Write
10:30 – 10:35	Break	1:25 – 1:30	Break
10:35 – 11:00	Write	1:30 – 1:55	Write
11:00 – 11:05	Break	1:55 – 2:00	Break
11:05 – 11:30	Write	2:00 – 2:25	Write
11:30 – 11:35	Break	2:25 – 2:30	Break
11:35 – 12:00	Write	2:30 – 2:55	Write
12:00 – 12:05	Break	Wrap Up	
12:05 – 12:30	Write	2:55 – 3:00	