

APSU Writing Center
Informative Process Analysis Essay

Informative Process Analysis

- A process analysis explains how something happens or how something is done, breaking it down into clear, logical steps. There are two main types:

Informative Process Analysis

- Explains how something works or occurs.
- Focuses on describing the process rather than giving instructions.
 - **Examples:**
 - How to create a simple research project
 - How a rainbow forms

Directive Process Analysis

- Provides step-by-step instructions to help the reader achieve a specific goal.
- Tells the reader exactly what to do.
 - **Examples:**
 - How to bake a cake
 - How to build a bookshelf

Steps to Write an Informative Process Analysis

Choose a Process to Explain

- Pick a process you know well or find interesting.
- **Ask yourself:**
 - What is my purpose, to inform, explain, or persuade?
 - Is the process simple enough to break into steps?
- **Examples:**
 - How a coffee maker works
 - How football players train for the season

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Use Credible Sources

- Support your explanation with reliable academic sources.
- Include relevant quotes or research to strengthen your analysis.

Consider Your Audience

- Include the right amount of detail so readers can understand the process.
- Avoid skipping steps or assuming prior knowledge unless your audience already knows the topic.

Organize the Essay

- Structure your essay so it is easy to follow:
 - **Introduction**
 - Introduce the process.
 - Explain why it is important or interesting.
 - **Body**
 - Describe each step in chronological order.
 - Include tools, materials, or background info if necessary.
 - **Conclusion**
 - Summarize key steps or ideas.
 - Restate why understanding this process is useful or meaningful.

Example:

- Process: How Attending Writing Center Appointments Benefits Students
 - Making the Appointment
 - Preparing for the Appointment
 - Receiving Feedback and Guidance
 - Applying the Feedback
 - Revisiting for Continued Growth

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Introduction

Thesis Statement: (*Introduce the process you are going to analyze.*)

Body: (Paragraph 1)

Step 1 (*Describe the first step of the process and why it is necessary or important.*)

Body: (Paragraph 2)

Step 2 (*Describe the second step of the process and why it is necessary or important.*)

Body: (Paragraph 3)

Step 3 (*Describe the third step of the process and why it is necessary or important.*)

Body: (Paragraph 4)

Step 4 (*Describe the forth step of the process and why it is necessary or important.*)

(Continue with additional steps as necessary)

Conclusion

Provide a short summary: (*Summarize the purpose of the process analysis.*)



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References

Writing Center. (2015, November 30). *Process Analysis*. Patrick Henry Community College.

https://www.patrickhenry.edu/wp-content/uploads/2024/03/Process_Analysis.pdf

Saint Leo University Center for Online Learning Courses. (2024, January 3). Academic Writing: Informative Process Analysis. <https://slulibrary.saintleo.edu/c.php?g=367754&p=2485965>