

Plan for the writing process

Topic: The ethical and learning-based use of artificial intelligence in the academic writing process

Timetable

Day 1 (2 hours)

- **Task:** Define the topic and keywords of the essay precisely. Begin researching basic concepts and theories on the role of artificial intelligence in scientific writing.
- **Objective:** Come up with a topic and start planning.

Day 2 (2 hours)

- **Task:** Create search queries and familiarize yourself with the databases available. Begin preparing your information search, find and select three academic articles.
- **Objective:** Selected articles, their storage and recording.

Day 3 (1–2 hours)

- **Task:** Look through everything and make sure that they are suitable and that you find the right information. If something is not good, you can search for more.

Day 4 (3 hours)

- **Task:** Read the first article and take notes on important points.
- **Objective:** Understand the main points of the article.

Day 5 (3 hours)

- **Task:** Read the second article and take notes.
- **Objective:** Understand the main points of the article.

Days 6–8 (3 days)

- **Travelling:** No work.

Day 9 (3 hours)

- **Task:** Read the third article and take notes.
- **Objective:** Understand the main points of the article.

Day 10 (2–3 hours)

- **Task:** Summarize the sources by comparing them: key themes plus points from different sources. Include references to the sources here.
- **Objective:** I understand the whole picture and how the sources relate to each other.

Day 11 (2 hours)

- **Task:** Outline the structure of your essay (main ideas, main points, order of subpoints).
Write a preliminary plan, i.e., use bullet points to outline the content of each paragraph.
- **Objective:** Preliminary plan for the essay completed.

Day 12 (1–2 hours)

- **Task:** Start drafting your essay, write 1–1.5 pages. Add references as you write.
- **Objective:** First draft started.

Day 13 (2 hours)

- **Task:** Continue writing and drafting your essay (1–2 pages)
- **Objective:** First draft is progressing / almost complete.

Day 14 (2 hours)

- **Task:** Read the first draft and think about what works and what could be improved. You could ask for feedback from a classmate or AI! You can start editing now.
- **Objective:** First review of the text.

Day 15 (2 hours)

- **Task:** Second round of editing and finalization begins, e.g., language and sentence structure + stylistic issues.
- **Objective:** Finalizing the text.

Day 16–17 BREAK**Day 18 (2 hours)**

- **Task:** Review your essay one more time to ensure that all requirements are met and that it is ready to be submitted.
- **Objective:** Complete essay ready for submission.

Summary:

- **Total time: 27–30 hours. If you find that you don't have enough time, prioritize—the most important things are content and structure.**