

Writing Warriors

Herman Wouk once said of writing, that, “I try to write a certain amount each day, five days a week. A rule sometimes broken is better than no rule.”

Let’s make a rule. Kickstart your scholarly writing by setting clear goals and keeping track of time spent writing. Go it solo or share progress with friends and colleagues using WSU’s own Writing Accountability app, Writing Warriors.

Writing Warriors has tools for personal accountability: a writing **timer** and a space to enter and check off **goals** so you can keep a **log** and be accountable to yourself; and tools for external accountability: if you add **friends** and colleagues to encourage you and keep you on track, it can also function as an electronic [Writing Accountability Group](#).

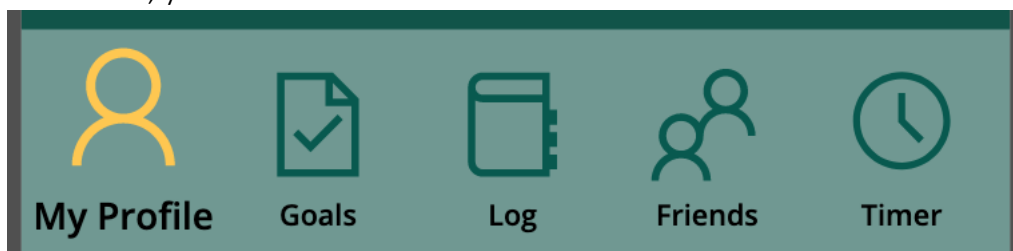
Writing Accountability Groups (WAGs) are small groups of scholars who support each other’s writing and scholarly/creative/research goals. WAGs work by creating accountability for your writing, enhancing a sense of belonging, and improving your motivation. WAGs typically consist of 3-5 people who meet once per week, in person or virtually, for one hour to report on their weekly goals and set goals for the future. WAG members help problem-solve time-management or other challenges that arise and celebrate the achievement of milestones. Some WAGs also spend time writing (in silence) together, but this is not necessary for a successful WAG.

Getting Started

1. Launch the app one of two ways:
 - a. Navigate to the app [in a browser](#) on any device.
 - b. To use the app outside a browser on a smartphone, download the Microsoft Power Apps application for [iPhone](#) or [Android](#) devices.
2. Log in using your wayne.edu credentials.
3. After accepting the Data Privacy Agreement, you will be prompted to input your daily goal. This number is the total minutes per day you plan to write. For users new to writing accountability groups, we recommend starting with 20-30 minutes a day.
4. Once you have entered your daily writing goal, you will be taken to the Dashboard.

Navigating the App

On the Dashboard, you will see five icons on the bottom of the screen:



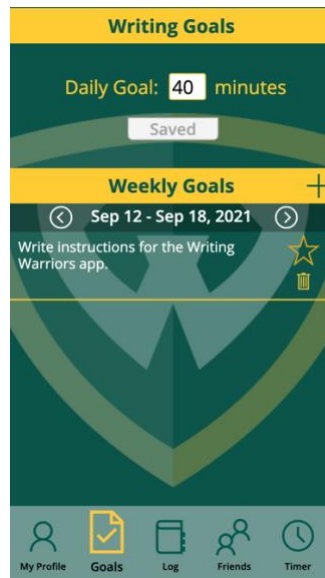
Above: the five main areas of the Writing Warriors app, which you’ll see at the bottom of the screen.



Above: the My Profile Screen.

My Profile

This screen will display your personal information and statistics since joining the app and track your writing progress over time. It will also provide the total number of minutes you have written for the week and since joining the app.



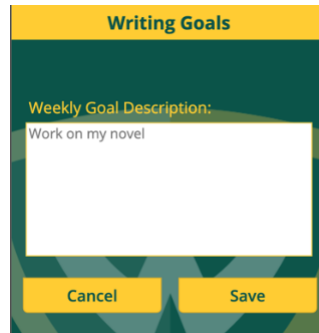
Above: the Writing Goals Screen.

Goals

Here, you can edit your daily writing goals and enter weekly goals.

To enter or change your Daily Goal, click in the field between “**Daily Goal**” and “**minutes.**” Enter a number and hit “**Save.**”

Click on the “+” symbol to the right of “**Weekly Goals**” to add a new goal for that week. These goals are separate from the daily minute goal and can be for specific tasks you want to accomplish, like “*write an article for The Conversation*” or “*finish chapter six.*”



Above: the Weekly Goal Description Screen.

Once you have written your goal, click on the “**Save**” button to have your goals added to the week. Goals from one week do not carry over into the following week.

To mark a goal as finished, click the **star outline** icon to the right of the goal, and the star will fill in, meaning that goal has been completed. To remove a goal from your week, click the **trash can** icon to the right of the goal.

To view and edit previous or future weeks, navigate using the < > arrows to the right and left of the week listed below the “**Weekly Goals**” banner.



Above Left: Writing log for you with no in-app friends. **Above Right:** Writing log for you and an in-app friend.

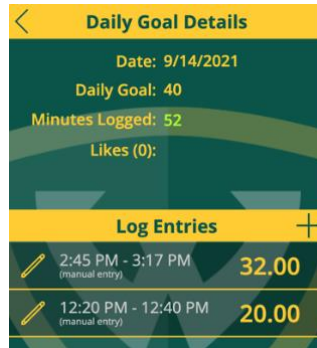
Log

This screen will allow you to see your progress for the week. Each day you complete your daily writing goal, you will receive a gold star. Each day you don't meet your goals, only the empty outline of a star will appear. If you've friended anyone in the app, and they accepted your friend request, you'll also see their writing goals, listed below your own.

Navigate using the < > arrows to the right and left of the week listed below the “**Writing Log**” banner to view previous or future weeks. The week below may take a few moments to update; you can see the app working on your request by observing the green progress dots above the yellow banner at the top of the application screen.

Clicking on a specific day on your friend’s goals will allow you to “**Like**” their progress, which is a great way to cheer each other on.

Clicking on a specific day in your own goals will navigate you to the “**Daily Goal Details**” screen.

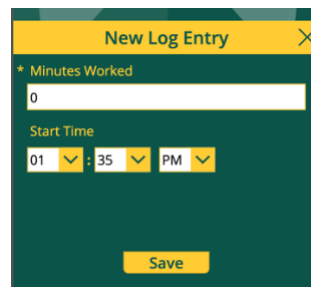


Above: the Daily Goal Details Screen.

Daily Goal Details

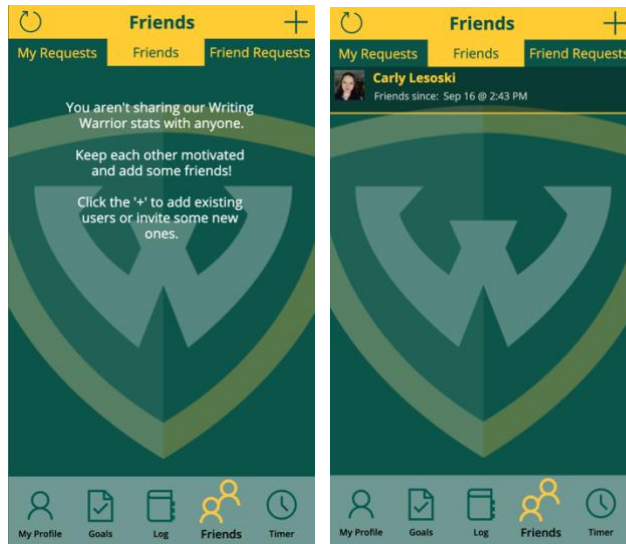
This screen will allow you to see how many minutes you have logged for the day, how many colleagues in your group like your progress, and manually enter your writing time if you do not use the built-in timer.

If you did write on this day but forgot to log time in the Writing Warriors app, click on the “+” symbol to the right of “**Log Entries**” add time manually. Enter the minutes worked (required) and the start time (optional), and hit **Save**. You will be returned to the Log Entries screen, where your new entry is listed below the banner.



Above: the New Log Entry Screen.

To go back to the main **Writing Log** screen, click the < **arrow** to the left of Daily Goal Details.

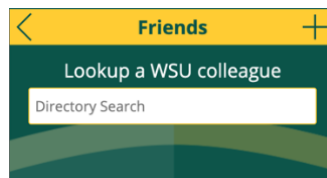


Above Left: Friends screen with no in-app friends. **Above Right:** Friends screen with an in-app friend.

Friends

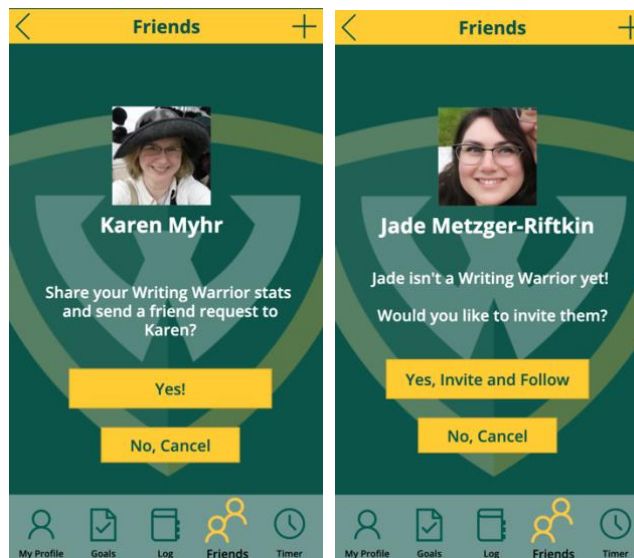
On this screen, you can add colleagues into your network and create your own writing accountability group.

To add friends, click on the “+” symbol to the right of **Friends** at the top of the screen. Enter a name or search for by a WSU Access ID in the “**Directory Search**” field.



Above: Look someone up to add them as a friend in Writing Warriors.

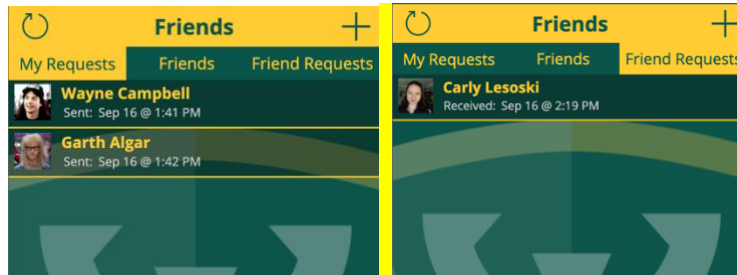
Start typing a name or access ID and when you find your friend, click on their name to view their profile.



Above Left: A user who is already using Writing Warriors. **Above Right:** A user who you can invite to use Writing Warriors.

If this person uses the Writing Warriors app already, you have the option to send your stats and a friend request to that person. Click “Yes!” and a request will be sent in the app and via email. If this person does not use the Writing Warriors app yet, you can invite them to join, and an email will be sent to them with instructions.

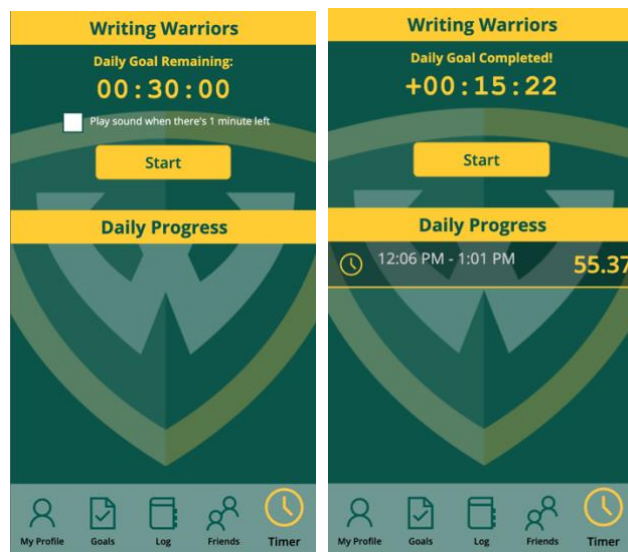
Once your colleague has accepted the request, you both will automatically be added as friends and will be able to see each other’s statistics and progress. You can view who you have sent requests to by viewing the “My Requests” tab at the top left of the screen.



Above Left: Friend requests you have sent that haven’t been responded to yet. **Above Right:** Friend requests you have received and not responded to yet.

Any friend requests you receive from others will appear under the “Friend Requests” tab at the top right. All mutually added friends will appear under the main “Friends” tab in the middle.

Only friends you have added or sent friends requests to will be able to see your writing progress.



Above Left: The timer tab before you begin for the day. **Above Right:** The timer after you’ve already logged time.

Timer

This built-in timer will track how many minutes you have written for the day. To change the goal for the day, go to the [Goals](#) tab. Click **“Start”** to begin the timer, and it will automatically count down from the time you entered as a goal.

To pause/stop the timer after it’s started, click **“Pause.”**

Once you’ve reached your goal, you’ll see that the timer counts up instead of down to keep track of the time by which you’ve exceeded your writing goal.

To manually enter writing time, please see the instructions under [“Log.”](#)

Privacy statement

The office of the Provost and C&IT will never collect any personally identifying data from this app.

Helpful Hints

- [WAG info video](#) from Johns Hopkins.
- [Mythbusting about the writing process](#) from The University of Illinois.
- [General tips on consistent writing](#) by the founder of the National Center for Faculty Development & Diversity ([NCFDD](#)).
- If you’d like help finding a WAG, email us at facultysuccess@wayne.edu.
- This is Version 1.0 of Writing Warriors, and we could use your help to make it better! [Let us know](#) if anything appears to be working incorrectly or if you have a feature request.