Faculty/Staff Writing Retreat
Fred Meijer Center for Writing & Michigan Authors

Project Inventory and Retreat Goals

1. In 2-3 sentences, describe your project.

2. What have you completed so far?

3. What must you still do to complete the project?

4. Of #3, what can you realistically complete in five days of focused writing? Please break down these writing tasks into five sets of goals—a set for each day of the retreat:

   MONDAY:

   TUESDAY:

   WEDNESDAY:

   THURSDAY:

   FRIDAY: