

A Sampling of Revised Bios

Working with Audience Awareness

Nichols, English 320

Note that the edits below are just possibilities; there is virtually never just one way to improve a piece of writing. These are intended just to help you think about options and *practice better audience awareness*.

Important:

1. Always connect info in a bio directly or indirectly to its intended audience. Know that audience! Research.
 2. Adapt details, style, and format to the audience as appropriate.
 3. Try to be distinctive—stand out—as appropriate.
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Olivia Rasmussen original

My name is Olivia Rasmussen and I grew up in rural South Dakota in a town called Viborg. I enjoyed being raised in a town with a population smaller than 800, however, I seek more adventure and new learning opportunities. I appreciate my family for the values that were instilled in me and am lucky to have 2 great role models as parents.

I am currently a junior majoring in Management Communication and minoring in Business Administration. I feel this is a good fit because communicating and interacting with people is something I am very comfortable with. With that being said, I would say that I learn best face-to-face. I would much rather interact with an instructor than read a book. However, I am capable of both, it just takes a little extra focus to learn online. Creative writing has always been a strength of mine when it comes to writing. I look forward to incorporating that skill into projects such as the real-world resume. I would argue that it is important to stand out in a resume and I think adding a creative element would do just that. One of my weaknesses that I aim to improve would be writing long excerpts. I am motivated and dedicated to learning how to expand my writing. The only writing course I have taken is ENGL 120. This course only allowed me to dip my toe into discovering my potential with writing and I can't wait to fully dive in to it with this course!

I appreciate the opportunity to be taking this course and I look forward to working with you all this semester!

Olivia Rasmussen possible edits. The writing above is perfectly fine—very competent and lucid. It could, however, be trimmed and shaped a bit better for its specific audience and purpose. The markings below make it seem as though I am tearing Olivia's piece apart, but theses are actually pretty small edits and will make more sense when you read the result that follows this one.

My name is Olivia Rasmussen and I grew up in rural South Dakota in a town called Viborg. I enjoyed being raised in a town with a population smaller than 800, however, I seek more adventure and new learning opportunities—and thus I am excited to meet everyone in our diverse class, **people from ND, MN, and around the world.** I appreciate my family for the values that were instilled in me and am lucky to have 2 great role models as parents. I am currently a junior majoring in Management Communication and minoring in Business Administration. I feel this is a good fit **My Management Communication major and Business Administration minor are a good fit** because communicating and interacting **face-to-face** with people is something I am very comfortable with. With that being said, I would say that I learn best face-to-face. I would much rather interact with an instructor than read a book. However, I am capable of both, **many learning styles**, it just takes a little extra focus to learn online. **And I look forward to the challenge of focus with a hybrid course such as ours.** Creative writing has always been a strength of mine when it comes to writing. I look forward to incorporating that skill into projects such as the real-world resume. I would argue that it is important to stand out in a resume and I think adding a creative element would do just that. One of my weaknesses that I aim to improve would be writing long excerpts. I am motivated and dedicated to learning how to expand my writing. The only writing course I have taken is ENGL 120. This course only allowed me to dip my toe into discovering my potential with writing and I can't wait to fully dive in to it with this course!

I appreciate the opportunity to be taking this course and I look forward to working with you all this semester!

Olivia Rasmussen (with my suggestions and changes applied)

My name is Olivia Rasmussen and I grew up in rural South Dakota in a town called Viborg. I enjoyed being raised in a town with a population smaller than 800; however, I seek more adventure and new learning opportunities—and thus I am excited to meet everyone in our diverse class, people from ND, MN, and around the world.

My Management Communicatin major and Business Administration minor are a good fit for me because communicating and interacting face-to-face is something I am very comfortable with. However, I am capable of many learning styles, and I look forward to the challenge of focus in a hybrid course such as ours. Creative writing has always been a strength of mine when it comes to writing. I look forward to incorporating that skill into projects such as the real-world resume. I would argue that it is important to stand out in a resume and I think adding a creative element would do just that. The only writing course I have taken is ENGL 120, which only allowed me to dip my toe into discovering my potential with writing and I can't wait to fully dive in to it with this course!

I look forward to working with you all this semester!

Nick Brendemuhl **original**

My name is Nick Brendemuhl and I am in my Junior year at NDSU. I was born and raised just right across the river in Moorhead, MN. I am majoring in Sport Management and look forward to graduating next spring. Some of my hobbies include hanging with friends, fishing, and watching sports almost constantly.

Although I do not love writing, I like to think that if the topics are interesting enough, I am good at getting my ideas out on the paper. I hope that this course provides me with the ability to write about stuff outside of my comfort zone and be able to use the stuff I learn towards my future career. I feel that being able to creatively express your thoughts on paper is a very good tool to use when in the work place, this class has already been an interesting course for me. The career I am interested in pursuing deals with a lot of professional documents that will be reviewed by a boss or person of higher power.

I learn best when examples are given and also what is expected for an assignment (ex: rubric). This helps me understand the assignment better and encourages me to complete the expected work and helps me stay focused. I also thrive when given parts of bigger assignments along the way. A missed opportunity here to show he has read all of our course materials. Will we be doing “bigger assignments”? This helps me not procrastinate and helps me focus more.

Nick Brendemuhl **possible edits**

My name is Nick Brendemuhl and I am in my Junior year at NDSU. I was born and raised just right across the river in Moorhead, MN. I am majoring in Sport Management and look forward to graduating next spring. Some of my hobbies include hanging with friends, fishing, and watching sports almost constantly. **Nice and concise.**

Although I do not love writing, I like to think that if the topics are interesting enough, I am good at getting my ideas out on the paper. **Ummm, what does this tell your new boss?** I hope that this course provides me with the ability to write about stuff outside of my comfort zone and be able to use the stuff I learn towards my future career. **Wordy; we'll be talking about remedies for this!** I feel that being able to creatively express your thoughts on paper is a very good tool to use when in the work **place, this class** has already been an interesting course for me. The career I am interested in pursuing deals with a lot of professional documents that will be reviewed by a boss or person of higher power.

I learn best when examples are given and also what is expected for an assignment (ex: rubric). This helps me understand the assignment better and encourages me to complete the expected work and helps me stay focused. I also thrive when given parts of bigger assignments along the way. **A missed opportunity here to show he has read all of our course materials. Will we be doing “bigger assignments”?** This helps me not procrastinate and helps me focus more. **The last line in**

just about any piece of writing get huge emphasis and is what a reader will likely remember most. So you want something stronger here.

Nick Brendemuhl (with my suggestions and changes applied)

My name is Nick Brendemuhl and I am in my Junior year at NDSU. I was born and raised just right across the river in Moorhead, MN. I am majoring in Sport Management and look forward to graduating next spring. Some of my hobbies include hanging with friends, fishing, and watching sports almost constantly.

I am eager to go outside of my comfort zone in this class and work hard as I advance toward a career. I feel that being able to creatively express your thoughts on paper is a very good tool to use when in the work place; this class has already been an interesting course for me. The career I am interested in pursuing deals with a lot of professional documents that will be reviewed by a boss or person of higher power.

I learn best when examples are given and also what is expected for an assignment (ex: rubric). I also thrive when given parts of bigger assignments along the way, so I'm happy to see that some of our class projects in 320 (such as the Educational Presentation for Co-Workers) will likely be multi-layered.

I'm looking forward to the challenges of this course, and to meeting everyone as well!

Hailey Jackson **original**

Hi, my name is Hailey Jackson. I was born and raised in a small town 2 hours north of Fargo called Hoople. Coming to Fargo from a small town of 300 has definitely impacted my life and has changed my views on many things. Some things that have changed slightly are my hobbies. Some things I enjoy doing that I can do at any time is shopping, volunteering at The Emergency Food Pantry and of course watching Netflix! I try to incorporate volunteering at The Emergency Food Pantry because I am a Strategic Communication major, and with this hobby it can help improve my communication skills and work ethic.

I am a hands on learner but I am also very capable to learn other ways and am not afraid to work a little harder to learn something. I am not sure what kind of writer I am but, I don't mind writing and I find that the progress is straightforward for me.

Everyone has strengths and weaknesses and how you use them is what counts. My strengths is that writing research papers is something I can do quite fast, while my creative side is a little slower and is more harshly assessed by myself. I value my family and friends of course but, I value the relationship and the bond between one another. Anyone can be friends and family but not everyone can be that person that you trust. I have no concerns to this course because I understand what my job/homework is and what is expected of me.

Hailey Jackson **possible edits**

Hi, my name is Hailey Jackson. I was born and raised in a small town 2 hours north of Fargo called Hoople. Coming to Fargo from a small town of 300 has definitely impacted my life and has changed my views on many things. Some things that have changed slightly are my hobbies. Some things I enjoy doing that I can do at any time **is** shopping, volunteering at The Emergency Food Pantry and of course watching Netflix! I try to incorporate volunteering at The Emergency Food Pantry because I am a Strategic Communication major, and with this hobby it can help improve my communication skills and work ethic. **Could be trimmed down for concision and emphasis. Also opportunities missed for mentioning specific course materials. This would show your audience (Cindy) that you read all course introductory materials and are fully on top of things!**

I am a hands on learner but I am also very capable to learn other ways and am not afraid to work a little harder to learn something. I am not sure what kind of writer I am but, I don't mind writing and I find that the progress is straightforward for me. **Excellent positive outlook.**

Everyone has strengths and weaknesses and how you use them is what counts. My strengths is that writing research papers is something I can do quite fast, while my creative side is a little slower and is more harshly assessed by myself. I value my family and friends of course but, **misuse of comma I value the relationship and the bond between one another. ?** Anyone can be friends and family but not everyone can be that person that you trust. I have no concerns to this course because I understand what my job/homework is and what is expected of me.

Hailey Jackson **(with my suggestions and changes applied)**

Hi, my name is Hailey Jackson. Coming to Fargo from the small town of Hoople (pop. 300!) has definitely impacted my life and has changed my hobbies. Some things I enjoy doing that I can do at any time are shopping, volunteering at The Emergency Food Pantry and of course watching Netflix! I try to incorporate volunteering at The Emergency Food Pantry because I am a Strategic Communication major, and with this hobby it can help improve my communication skills and work ethic.

I am a hands on learner but I am also very capable to learn other ways and am not afraid to work a little harder to learn something. The hybrid nature of this course, for instance, is unfamiliar to me, but I'm pumped to learn more about it.

Everyone has strengths and weaknesses and how you use them is what counts. My strengths include research papers, while my creative side is a little weak. I value my family and friends of course but, I value the relationship and the bond between anyone I encounter. That's why I look forward to this class, and am looking forward to our collaborative work it appears we will be doing!

Akealy Moton original

My name is Akealy Moton and I have lived in Fargo, North Dakota since high school. Before that, I stayed in both Mississippi and Louisiana for most of my childhood. My hobbies mostly include training (I am on the track & field team here at NDSU), listening to music like old/new rap and R&B, cooking or baking southern/soul food and just playing with my 90lb pit bull/cane corso mix. Who thinks she's a lap dog and more so plays with me. My major is Animal Biomedical Science because I have always loved animals ever since I was a little girl. Learning-wise, I am mostly a hands-on learner. I can absorb and learn information a lot better when I am physically doing things. When it comes to writing I would say I am a descriptive writer. I enjoy writing stories and being creative rather than trying to be persuasive. I have always had a good sense of imagination and try to use it when appropriate. My strength in writing would be my creativity and my weakness would have to be getting the information for my papers. Sometimes when I hit a block in my research, I hit it hard. I have a difficulty finding my way back to the paper. When it comes to other English courses before this one, I have only taken the prerequisite (ENG 120).

What I value most in life would be my loved ones. I have a very entertaining and goofy family. We all tend to get on each others nerves every once in awhile but at the end of the day, even if Caleb (my older brother) eats the last of my food, I'll still be there when he needs me. My dog is also someone I consider a loved one. She was an impulse purchase on y part but my family has grown to love her, maybe even more than me (she has gotten more presents than most the kids the last two years for xmas). The amount of support I receive from them is through the roof. They stick by me through thick and thin no matter what. I am beyond grateful for that. I do not really have any concerns about this course. At the end of the day, I want to be able to make my weakness as a writer turn into a strength and have a fun time with my peers this semester. **Very entertaining bio, though could probably trim down the home info and build up some awareness of what this class will be about.**

Jessica Vasek original

My name is Jessica Vasek and I am from St. Cloud, Minnesota. I was raised to value my faith and honesty, which is something that I still value to this day. I enjoy staying busy, so some of my hobbies include exercising, reading, traveling, learning to do new things, people watching, and skiing.

I am a junior majoring in criminal justice with a fraud investigation minor. I look forward to graduating next year with hopes of working with juveniles. I am a visual learner so looking at information and diagrams will help me learn different topics, although that is not the only way I can learn.

In past jobs that I have had, I worked a lot with PowerPoint and doing research about various topics. The only writing course I have taken in college has been English 120, so I am excited to learn more in this class. I look forward to growing in my writing skills and receiving good feedback. **Excellent concision throughout, though maybe a bit too much like others bios and could certainly benefit from some specific attention to the course requirements etc. Just doesn't stand out.**

Tucker Krueger original

Hi, my name is Tucker Krueger and I'm originally from Breckenridge Minnesota which is located about an hour south of Moorhead Minnesota. Some hobbies that i have and enjoy doing are going to my lake and avidly wasting money at the bar. At the moment i attend North Dakota State University and my major is Agriculture Economics. For me, i always like to learn new things as there's always something new to learn everyday so therefore i consider myself an all right learner. Wouldn't say I'm a good writer but there is always room for improvement and that is what i hope to do by taking this course. My weakness as a writer is i tend to write to fast and that is where i tend to make mistakes. Strengths as a writer is that i will try my best to fulfill the requirements in writing the paper, but other than that, that is it. During my college career I've taken 2 college English courses. What i most value in my life is my friends and family, there pretty important to me. I don't have any concerns about the course. I believe as long as you can come to class, do the homework, and ask questions you will do just fine.

Tucker Krueger possible edits

Hi, my name is Tucker Krueger and I'm originally from Breckenridge Minnesota which is located about an hour south of Moorhead Minnesota. Some hobbies that i have and enjoy doing are going to my lake and avidly wasting money at the bar. **Yikes. Be very sure before providing info like this. If you think your audience will appreciate it, that's great, but you might at least balance it a bit by immediately stressing your work ethic or serious side.** At the moment i attend North Dakota State University and my major is Agriculture Economics. For me, i always like to learn new things as there's always something new to learn everyday so therefore i consider myself an all right learner. Wouldn't say I'm a good writer but there is always room for improvement and that is what i hope to do by taking this course. **A good place to have mentioned something specific from course documents—show the instructor that you are pro-active and paying attention.** My weakness as a writer is i tend to write to fast and that is where i tend to make mistakes. Strengths as a writer is that i will try my best to fulfill the requirements in writing the paper, but other than that, that is it. **This sentence ends on kind of a lame note; it only stresses the fact that you have few strengths.** During my college career I've taken 2 college English courses. What i most value in my life is my friends and family, there pretty important to me. I don't have any concerns about the course. I believe as long as you can come to class, do the homework, and ask questions you will do just fine. **Could be more positive. Do you really want to tell your boss that you're only a "just fine" kind of worker? That you only put in the minimum at anything you do, and don't seek to excel?**

Colton Hernesman original

Hello! My name is Colton Hernesman and I am originally from Grand Rapids Minnesota. Things I liked to do in my hometown included being outdoors, power lifting, playing video games, performing in the high school bands, and reading. I worked a variety of jobs in my hometown. My first job at the age of ten was detailing boats for my family business. As time went on, I worked then as a barista for Caribou. Even returning to the shop to work in parts management. When I came to college, I accepted an assistant store trainer position at Starbucks. I now hold a Customer Service Representative position at Gate City Bank. Which brings more working experience and new challenges. This new job is teaching me the retail side of banking and how to appeal to the customer's needs. As I am working part time for the bank, I am a full-time student studying Business Administration and Finances. I am pursuing the degree because of it's a vast variety in business knowledge. It covers a wide span of content that business has to offer. My career goal is to become a mortgage lender.

But before I can pursue this career, I have to accomplish my degree first. I have come to enjoy taking online classes. By taking online classes, I can offer my availability and use of time management skills to multi-task and turn in my work on time. I know large lectures can be difficult, but what makes them great is that we get the chance to learn everything together. We get the chance to offer our participation. Which can show what we know. I enjoy writing classes because they are interpretive. You get a chance to express your creativity. You get a chance to adhere to the expectations. And, you get the chance to put your best foot forward.

As for this class in particular, I am excited to hone my writing and communication skills in the workplace. I understand that bosses are also just people as well. We get the opportunity to better our communication skills from subordinate to boss. We are both people that want to relate to each other for the good of our professional relationships. But it is also key that we learn how to remain professional through our speech and writing. I know that it is important to state your name, what your purpose for contact is, and the precise explanation. It helps to be concise. It helps to be concise when communicating with business professionals. The answer that you are seeking will only be as clear as the explanation you give.

Colton Hernesman possible edits

Hello! My name is Colton Hernesman and I am originally from Grand Rapids Minnesota. Things I liked to do in my hometown included being outdoors, power lifting, playing video games, performing in the high school bands, and reading. **Do hobbies always have to be included, and why necessarily in the first paragraph? There was pretty much ZERO variation in the class.** I worked a variety of jobs in my hometown. My first job at the age of ten was detailing boats for my family business. As time went on, I worked then as a barista for Caribou. Even returning to the shop to work in parts management. When I came to college, I accepted an assistant store trainer position at Starbucks. I now hold a Customer Service Representative position at Gate City Bank. Which brings more working experience and new challenges. This new job is teaching me the retail side of

banking and how to appeal to the customer's needs. As I am working part time for the bank, I am a full-time student studying Business Administration and Finances. I am pursuing the degree because of it's a vast variety in business knowledge. It covers a wide span of content that business has to offer. My career goal is to become a mortgage lender.

But before I can pursue this career, I have to accomplish my degree first. I have come to enjoy taking online classes, **so I'm happy to see this section of 320 will be hybrid.** By taking online classes, I can offer my availability and use of time management skills to multi-task and turn in my work on time. I know large lectures can be difficult, but what makes them great is that we get the chance to learn everything together. We get the chance to offer our participation. **Which can show what we know.** **Frag** I enjoy writing classes because they are interpretive. You get a chance to express your creativity. You get a chance to adhere to the expectations. And, you get the chance to put your best foot forward.

As for this class in particular, I am excited to hone my writing and communication skills in the workplace. I understand that bosses are also just people as well. We get the opportunity to better our communication skills from subordinate to boss. We are both people that want to relate to each other for the good of our professional relationships. But it is also key that we learn how to remain professional through our speech and writing. I know that it is important to state your name, what your purpose for contact is, and the precise explanation. It is helps to be concise. It helps to be concise when communicating with business professionals. The answer that you are seeking will only be as clear as the explanation you give. **NICE positive approach in spots. Needs proofreading for incomplete sentences, better concision throughout, and maybe a little re-thinking for type and quantity of details.**

Colton Hernesman (with my suggestions and changes applied; notice especially the re-arrangement of subject matter. Such changes aren't mandatory or the only possibilities; they are just to show varying effects)

Hello! My name is Colton Hernesman and I am originally from Grand Rapids Minnesota. I have come to enjoy taking online classes, so am glad to see that this section of 320 is hybrid. By taking online classes, I can offer my availability and use of time management skills to multi-task and turn in my work on time. I know large lectures can be difficult, but what makes them great is that we get the chance to learn everything together. We get the chance to offer our participation. I enjoy writing classes because they allow for some creativity while challenging us to meet strict expectations. And, you get the chance to put your best foot forward

For my classmates especially, whom I hope to meet, I enjoy being outdoors, power lifting, playing video games, performing in the high school bands, and reading. I have worked a crazy variety of jobs in my hometown, from detailing boats to working as barista for Caribou. When I came to college, I accepted an assistant store trainer position at Starbucks. I now hold a Customer Service Representative position at Gate City Bank, which brings more working experience and new challenges. As I am working part time for the bank, I am a full-time student studying Business Administration and Finances. I am pursuing the degree because it covers a wide span of content that business has to offer. My career goal is to become a mortgage lender.

As for this class in particular, I am excited that we will think of this class as a job. We get to better our communication skills from subordinate to boss. Boss and staff are botyh people who

want to relate to each other for the good of our professional relationships. But it is also key that we remain professional through our speech and writing.

Aaron Meyer **original**

Hi, my name is Aaron Meyer, and I grew up on a farm just outside of the small town of Meire Grove, Minnesota. Growing up on a farm has taught me many valuable lessons like the importance of having a good work ethic and accountability. When I'm not helping my dad and grandpa with farm work outside, I enjoy playing/watching sports and hanging out with friends.

I am a first year student majoring in finance here at NDSU. I'm majoring in finance because I enjoy working with numbers, I love money, and I'm not nearly athletic enough to be a professional athlete. I would much rather be in a face to face class than an online one, but I'm excited to see how a hybrid class will go.

This is the first writing class I'm taking in college, but I did take a college writing class in high school. I think that this class should go well for me since I took one in high school, but I'll be interested to see how this class differs from the one I took in high school. I'm looking forward to this semester, and I'm hoping it goes well.

Aaron Meyer **possible edits**

Hi, my name is Aaron Meyer, and I grew up on a farm just outside of the small town of Meire Grove, Minnesota. Growing up on a farm has taught me many valuable lessons like the importance of having a good work ethic and accountability. **GOOD; this connects the details of personal life with skills that will useful and impressive in this class and for this audience.** When I'm not helping my dad and grandpa with farm work outside, I enjoy playing/watching sports and hanging out with friends, **so I'm hoping to meet everyone in this course.**

I am a first year student majoring in finance here at NDSU. I'm majoring in finance because I enjoy working with numbers, I love money, and I'm not nearly athletic enough to be a professional athlete. **Humor here is nice; instructor is a person who would enjoy. I** would much rather be in a face to face class than an online one, but I'm excited to see how a hybrid class will go. **YES!**

This is the first writing class I'm taking in college, but I did take a college writing class in high school. I think that this class should go well for me since I took one in high school, but I'll be interested to see how this class differs from the one I took in high school. I'm looking forward to this semester, and I'm hoping it goes well. **know it will go well. Nice ending. Could be more concise.**

Aaron Meyer **(with my suggestions and changes applied)**

Hi, my name is Aaron Meyer, and I grew up on a farm just outside of the small town of Meire Grove, Minnesota. Growing up on a farm has taught me many valuable lessons like the importance of having a good work ethic and accountability, which I know will be important in this class.. When I'm

not helping my dad and grandpa with farm work outside, I enjoy playing/watching sports and hanging out with friends, so I'm hoping to meet everyone in this course.

I am a first year student majoring in finance because I enjoy working with numbers and I love money, and I'm not nearly athletic enough to be a professional athlete. I would much rather be in a face to face class than an online one, but I'm excited to see how a hybrid class will go. I'm also interested to see how this class differs from the one I took in high school. I'm looking forward to this semester, and I'm know it will go well.
