

Welcome

MEMOIR WRITING: YOU HAVE A STORY TO TELL

September 15 to November 17, 2026

Facilitator: Michael Marshall



Memoir Writing: You Have A Story To Tell

- Mission/Description
- Class Protocols/Guidelines/Requirements
- Important Reminders
- Class Courtesies/Agreements
- Contact Information
- Thank you

Mission/Description

- **Memoir: A nonfiction work that a person writes about their own experiences.**

In this class, we will

- Provide a safe and comfortable environment conducive to sharing life experiences
- Learn something about different ways to tell your story
- Discover and develop one's personal writing style, voice, and effectiveness. Together, we represent a mix of writing skills, techniques, styles, and approaches
- Support one another

Protocols/Guidelines/Requirements

- Please create a memoir, save as a PDF, and email the document to me by **12:00 PM (noon) Thursday**
- Please print one copy of each memoir submission. Note your comments on the copy you return to the author following their reading
- Memoir submissions shall be **targeted at 800 words**, which usually takes about five-minutes to read. Longer pieces may be divided into two or more parts to be read in successive weeks
- Memoir subject matter is unlimited. Please be mindful of language and potentially sensitive issues.

Protocols/Guidelines/Requirements

- Feedback to each author shall be constructive. Consider what you like about the submission and how effectively feelings, thoughts, emotions, timeframe, and senses are communicated
- Memoirs shall be treated as private and personal within our classroom. Please do not retain copies or share content without permission of the author
- Consider who you are writing for – and why
- Feedback comments should focus on the writing. Discussion of individual personal experiences should be reserved for discussion after or outside of class.

Important Reminders

- Please include your name and word count on your memoir
- Please be prepared to read when it is your turn
- Practice reading your work *before* class. Target 5-minutes or less
- Feedback is an important part of what we share. Your comments should be open, honest, and specific. Additional comments may be offered on your feedback copy
- Allow your writing to speak for itself. Please avoid long background/backstory introductions prior to reading
- We are here to learn from one another.

Class Courtesies/Agreements

- Class starts promptly at 11:00 AM
- Please arrive on-time (a few minutes early is best)
- Class ends at 12:30 PM (next class must set-up)
- Maintain an atmosphere of mutual respect
- This is *our* time. What's shared here, stays here

Contact Information

- Name: **Michael Marshall**
- Email: **michael562marshall@gmail.com**



Thank you, let's get started.

