

PEER EDITING

Follow the directions completely to ensure that you are doing the best job possible for your peer. Go to my website for guidance from the Analytical Essay Packet and the XYZ document. Remember, you are all helping each other get the best grade possible on this essay. Here are the rules:

- **No talking.** Whatever you *think*, write. Whether it is a question or a comment, it should go on your peer's essay in writing.
- **No pumping of sunshine.** Be real with your peer. If there is something that needs to be corrected, correct it. Do so in a kind and constructive manner, but remember that you don't do anyone any favors by allowing them to believe they have written a flawless essay if they haven't.
- **No slacking.** Do unto your peer's essay as you would have done unto your own.

Follow these steps:

1. Mark any MLA formatting mistakes. See your rubric for rules.
2. Circle all informal language:
 - a. 1st/2nd person, contractions, numbers under 100, abbreviations
 - b. Words such as 'a lot,' 'big/large,' 'thing'
 - c. Questions
3. **Correct** grammatical and spelling errors:
 - a. *Feel free* to use the grammar and composition books in the back of the room if you are uncertain.
4. Read the introduction paragraph and make notes on the essay:
 - a. Is the title appropriate?
 - b. Does the paragraph begin with general info...title, author, setting, brief summary?
 - c. Does the thesis clearly state an argument...the author's purpose?
5. Read the body paragraphs and make notes:
 - a. Does each paragraph begin with a topic sentence? Does that topic sentence relate to the thesis?
 - b. Does each paragraph use transitions effectively (between paragraphs and between points)?
 - c. Do the supporting details analyze the character or theme accurately?
 - i. Supporting points should be relevant to the thesis statement.
 - ii. Supporting points should use evidence from the text and/or secondary source to validate the writer's argument.
 - d. Does each paragraph end with a conclusive sentence that relates to the thesis?
 - e. Is the progression of the paragraphs coherent? Does the essay "flow" in a way that makes sense the reader?
6. Read the conclusion paragraph and make notes:
 - a. Does it summarize the points made in the body?
 - b. Does it restate the thesis *in different words*?
7. **The use of outside sources and parenthetical documentation...**
 - a. Technically, this is what the teacher/student conference is for. However, this is such an important area, it doesn't hurt to have several eyes check it. Here's what you should look for:
 - i. Are quotes, if not embedded, set up properly? They should be introduced with a strong verb. Refer to the XYZ document.
 - ii. Are quotes punctuated properly?
 - iii. Any information that could not have come from the student's own head should be cited with parenthetical documentation.
 - iv. The Works Cited page should be the last page of the essay.
8. And lastly, write one compliment at the bottom of your peer's essay. ☺

When you are finished peer editing, hold onto the essay. Do not return it to your peer yet. Work on your assigned task.