Peer Review Guidelines and Worksheet

Responding to Writing

The goal of a peer review is to **give and receive** feedback to help the writer to form a successful revision strategy for their essay. This isn't criticism; when we think of peer reviews as *critiquing* a paper, we are more likely to point to negative things. However, in the peer review process, we are **responding**, and responding includes notifying the author of her/his successes as well as alerting her/him to any areas that need revision.

Things to think about when responding to the essay:

- o What was most successful in the essay?
- o Were there any points where you became confused and/or wished you had more information?
- o Are there any areas that can be improved upon with revision?

Things to do:

- Respond positively and thoroughly. (Saying "I liked it" is fine, but be sure to tell them specifically *which* parts you liked and *why*.)
- Do not **only** respond to grammar, punctuation and spelling errors. (You may mark these, but this is not the main concern for review.)
- Utilize the "comment" function on Microsoft Word for online peer reviews, and incorporate answers to the questions on the next page.

Peer Review:

Read through the paper, then respond to the questions below. Use as many lines as you want; you don't have to fit everything in your responses into the white spaces shown.

What is the main point of the essay? Please state it in your own words.

Does the essay fit with the assignment guidelines? If not, why?

What questions do you have for the author?

Opening/Introduction (Does it catch your attention? Make you want to keep reading? Let you know what to expect?)

Focus of Paragraphs (Is each paragraph focused around one main idea or point? Could you easily identify the focus with a succinct word or phrase?)

Organization of Ideas/Details (Are the paragraphs organized logically with transitions in between ideas?)

Closing/Conclusion (Does it bring together all the ideas mentioned in the essay and make a final, lasting impression?)