

WRITER-CONTROLLED FEEDBACK AND RESPONDING

WRITER'S NAME:

EDITOR'S NAME:

DATE:

About this tool: This form can be used with one or more partners, or, even, just by the writer to view the writing from a different angle. The results should indicate, most of all, what to KEEP in the writing. Then, by making sure the rest of the work is connected, focused, shaped to that most important element, the strengths increase and the lesser relevant details/components tend to drop away naturally.

CAUTION: As the writer, be sure to confine a responder to the information this form asks for. Only when these points are covered, and only IF the writer asks for more information, should the responder offer anything else. Let the writer direct what kind of information they get!

FEEDBACK IDENTIFIES INFORMATION, BUT DOES NOT PASS JUDGMENT...SPECIFIC HELP IS BEST!

1). Copy the thesis statement and circle the following parts separately to show: the (1) TOPIC + (2) writer's position/opinion + (3) main reason:

2). Copy the 2 part title and circle the key words that reflect the topic/position parts of the thesis.

3). What documentation style characterizes the paper? last name page (MLA) or last name, year (APA) ?

4). Copy any important terms/words that need special defining.

5). How many subheads are in the paper?

6). Give a rough count of the number of words presented as direct quote, and its rough percentage of paper.

7). Locate any areas of the writing that seem to be derived from an external source but have no clear citations.

8). Copy a statement that is clearly the writer's own comment, transition or interpretation.

9). Locate any areas where the source of the writing is NOT clear (every sentence should either be writer's words OR have a clear source credited by signal phrase/end cite.)

10). Locate any areas that need a **signal phrase** to clarify the source.

11). Copy the *heading* for the bibliography and state the documentation style it reflects.

12). Locate any areas that seem incomplete or need more powerful evidence to "hit home."

13). What is **the** most interesting SPECIFIC thing, for you, about this paper?

14). What do you NOT understand clearly or have questions about?

15). Please respond to other questions or concerns from the writer. (Please use the back as needed.)