

Your Name:

Author of Paper:

Peer review is an opportunity to learn the techniques of constructive criticism and to refine your understanding of the mechanics of effective writing. Below you will find specific guidelines for your peer review. Please read this handout and the Reader Response sheet **before** you begin peer review. You will read your peer's paper **three times**—once for argument, twice for organization, and thrice for syntax and other writing issues. Some general advice: Always point out strengths as well as elements that need more work. Be specific. Point to particular places in the paper where revision will be helpful. Don't hesitate to respond as a reader, especially early in the review process, for example, "I got confused here," "I saw your point clearly here," or "I was convinced by your example or analogy or argument." Make comments in the spirit of helpfulness. Take comments in the spirit of helpfulness. Finally, please remember, as in all things, to **be as respectful towards others as you wish others to be towards you**.

Part One: Evaluating Argument

Read your partner's essay clear through. In the margins, engage with the author by asking questions about the argument, noting sources of confusion, etc.

After reading, answer the questions in Part One of the Reader Response Sheet.

Part Two: Evaluating Organization

Read the essay again. **While reading**, note the following for **each paragraph** of your partner's essay:

- * Identify and paraphrase the topic of the paragraph—what it "says."
- * Identify what the paragraph does—its purpose and connection to the essay.
- * Note this in the margins
- * Review the outline and identify the structure of the essay's organization.

Then, read and respond to questions in Part Two of the Reader Response Sheet.

Part Three: Evaluating Writing

Read your partner's essay for clarity of expression and proper syntax.

(Remember, if you need help on these issues, see <http://www.uottawa.ca/academic/arts/writcent/hypergrammar/>)

- * Circle "to be" verbs
- * Circle passive voice
- * Note improper syntax/ungrammatical constructions

Read and respond to questions in Part Three of the Reader Response Sheet.

Part Four: Summary Comments

Write a few summary remarks at the end of the reader response sheet that identify what you liked about the paper, how it was effective, and what major issues you think need revision. Be specific where possible.

Part Five: Self-Evaluation

Identify a few things that peer review has made you realize about your own paper and be prepared to discuss them in class.