

Peer review is an important component in the revision of written work. You write to communicate your ideas to others. Your peers are a receptive reading audience that can give you immediate feedback on what works for them, what confuses them and even what they disagree with. You do not have to agree with their suggestions, but be open and receptive to them. Use the feedback to help you write your final draft.

Peer Review Instructions

First, schedule a meeting time that all people in your peer review group can attend every week for the rest of the quarter. Best times are Wednesday afternoon or evening, or early afternoon on Thursday (make sure to leave time for each of you to make revisions before the 4 pm paper deadline). You can meet on or off campus. Designate one member to email David and Ruth your meeting time and location.

When you meet, every one of you should bring a copy of your paper draft for each of the other members of your group. Review each group member's paper one by one in this way: **1)** Writers read their paper aloud, as reviewers read along silently. **2)** Reviewers read through the following checklist discussing answers to each point before moving on. One reviewer writes down comments and answers to checklist questions. To be most helpful to the writer, these written notes should be legible and complete. *(The quality and thoroughness of peer group responses will be taken into account when we write evaluations of your seminar work).* **3)** When finished reviewing each writer's paper, each reviewer signs the checklist responses and gives it to the writer. **4)** Turn in the signed checklist response, the rough draft and final draft of your paper to your seminar faculty by 4pm Thursday.

Checklist (from A Short Guide to Writing about Art)

1. What is the essay's main topic? How appropriate is the title? How well does the draft fulfill the structural and organizational requirements of the assignment?
2. Looking at the essay as a whole. What is the thesis or main argument? Rephrase it in your own words.
3. How plausible is the thesis? How might it be strengthened?
4. Look at each paragraph separately:
 - What is the main point?
 - How does the point relate to the essay's main idea and the previous paragraph?
 - What paragraphs, if any, should be deleted, divided in two, combined or placed elsewhere?
 - Is each sentence related to the ones preceding and following it?
 - How adequately does each paragraph develop? In what ways do details, citations and examples support generalizations?
 - How effective are the introductory and concluding paragraphs?
5. What are the paper's main strengths?
6. Make at least two specific suggestions that you think will help the author improve the paper.