

Peer Review Worksheet

Author of Draft: _____

Reviewer of Draft: _____

Directions: By answering the following questions thoughtfully and clearly, be as helpful as possible to the author of this draft. Use complete sentences and specific examples; I do want you to include some parts of your answers on this sheet, but you are allowed to make notes directly on the writer's draft as well. I encourage you to do this.

1. Organization: Is this draft organized in a standard pattern: an introduction, a body with supporting points presented in a logical order, and a concluding section that summarizes and analyzes the overall significance of the topic? Note on the paper where the organization seems to be ineffective. (You will also need to look at the ordering of the body paragraphs; do they match the format set up in the thesis?)

2. Introduction: The first paragraph(s) should prepare the reader for the topic and position/argument presented in the paper.

- Does the introduction explain the topic and its importance? Any suggestions?
- Does the writer clearly define his/her position on the topic and/or define his/her purpose for writing (thesis)?
- Does the thesis include the name of the author, the title if necessary, and a claim about whether the devices are being used effectively or ineffectively in the article to convince the INTENDED audience? There needs to also be a statement of who the intended audience is in the introduction.
- After reading the whole paper, explain whether you think the introduction effectively prepares the reader for the discussion or not.

3. Body: The body of the paper presents the supporting information for the topic/argument and should be divided into logical sections or sub-topics.

- Do the body paragraphs support the thesis?
- Is there information included that does not seem relevant to the stated thesis/purpose?
- Are examples used to illustrate and support the writer's analysis?
- Does the writer explain his/her analysis clearly and effectively?
- Does one point/section logically lead to the next point? Are transitions used effectively?

4. Conclusion: Does the concluding section sum up—without being repetitive—the major points/conclusions of the paper? Does it offer sufficient closure to the analysis (and avoid bringing up new analysis/information)? Is the restatement of thesis worded differently than in the introduction?

5. Style and Mechanics:

- Are there grammar, spelling, and/or punctuation errors that distract the reader from the analysis? Is there a specific area of weakness or pattern of errors that the writer should focus on?
- Does the writer use sentence constructions and diction that are appropriate for the audience and purpose?
- Are paraphrased, summarized, and/or quoted sources effectively incorporated into the writer's paper? (introduced, given, analyzed, and then connected back to how it convinces the audience of the author that wrote the articles' argument?) Are outside sources correctly cited?

6. Overall: How near to completion is this draft? What steps should the author take to complete this assignment? Be specific and helpful by listing the three most important steps the author should take:

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