

CHAPTER 2 PEER-EDITING PAPER TITLE: _____

AUTHOR: _____ EDITOR: _____

<input type="checkbox"/> YES <input type="checkbox"/> NO	I. PARAGRAPH FORM Does the paragraph follow the PARAGRAPH FORM GUIDES outlined in your syllabus. If not, from the list below, indicate where the problem areas lie by putting a check in the box(es) below. <input type="checkbox"/> NAME <input type="checkbox"/> TITLE <input type="checkbox"/> MARGINS <input type="checkbox"/> INDENTATION <input type="checkbox"/> TYPED <input type="checkbox"/> DOUBLE-SPACED <input type="checkbox"/> NO HYPHENS
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	II. REQUIRED CONTENT 1. Does author narrate a memorable event? 2. Are past tenses used to recount this story?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	III. GRAMMATICAL STRUCTURE - <u>UNDERLINE</u> all word(s) / sentences about which you have doubts 1. Do all sentences have at least 1 subject & 1 verb, and do they express a complete thought? 2. Do you see other errors in grammar (e.g., verb tense, subj./verb agreement, prepositions)? If so, state what kind(s) you have found (do NOT make the corrections) above the words that are questionable.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	IV. MECHANICS 1. Is there a period at the end of each sentence? If not, insert a DOUBLE line () at the point where one is needed. 2. Are commas used correctly? If not, insert a TRIPLE line () at the point where one is needed or missing. 3. Are capital letters used correctly? If not, insert a SINGLE LINE () under the letter that either must or mustn't be capitalized.
<input type="checkbox"/> YES <input type="checkbox"/> NO	V. ORGANIZATION Does the narration make use of TIME-ORDER transition signals? If not, indicate where one is needed.

CHAPTER 3 PEER-EDITING PAPER TITLE: _____

AUTHOR: _____ EDITOR: _____

<input type="checkbox"/> YES <input type="checkbox"/> NO	I. PARAGRAPH FORM Does the paragraph follow the PARAGRAPH FORM GUIDES outlined in your syllabus. If not, from the list below, indicate where the problem areas lie by putting a check in the box(es) below. <input type="checkbox"/> NAME <input type="checkbox"/> TITLE <input type="checkbox"/> MARGINS <input type="checkbox"/> INDENTATION <input type="checkbox"/> TYPED <input type="checkbox"/> DOUBLE-SPACED <input type="checkbox"/> NO HYPHENS
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	II. REQUIRED CONTENT 1. Does the topic sentence provide a clear introduction to your description? 2. Are adjectives used to describe this place? 3. Are prepositional phrases used to indicate where things are located at this place?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	III. GRAMMATICAL STRUCTURE - <u>UNDERLINE</u> all word(s) / sentences about which you have doubts 1. Do all sentences have at least 1 subject & 1 verb, and do they express a complete thought? 2. Do you see other errors in grammar (e.g., verb tense, subj./verb agreement, prepositions)? If so, state what kind(s) you have found (do NOT make the corrections) above the words that are questionable.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	IV. MECHANICS 1. Is there a period at the end of each sentence? If not, insert a DOUBLE line () at the point where one is needed. 2. Are commas used correctly? If not, insert a TRIPLE line () at the point where one is needed or missing. 3. Are capital letters used correctly? If not, insert a SINGLE LINE () under the letter that either must or mustn't be capitalized.
<input type="checkbox"/> YES <input type="checkbox"/> NO	V. ORGANIZATION Does the description make use of SPACE-ORDER transition signals? If not, indicate where one is needed.

<input type="checkbox"/> YES <input type="checkbox"/> NO	I. PARAGRAPH FORM Does the paragraph follow the PARAGRAPH FORM GUIDES outlined in your syllabus. If not, from the list below, indicate where the problem areas lie by putting a check in the box(es) below. <input type="checkbox"/> NAME <input type="checkbox"/> TITLE <input type="checkbox"/> MARGINS <input type="checkbox"/> INDENTATION <input type="checkbox"/> TYPED <input type="checkbox"/> DOUBLE-SPACED <input type="checkbox"/> NO HYPHENS
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	II. REQUIRED CONTENT 1. Does the author address the following information in the paragraph? A. What is it? B. What type of game / activity? C. Where do you play it or do it? D. Number of people needed? E. What kind of equipment is necessary? F. When did you start doing it? G. How does it make you feel physically / emotionally? H. Would you recommend it?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	III. GRAMMATICAL STRUCTURE - <u>UNDERLINE</u> all word(s) / sentences about which you have doubts 1. Do all sentences & clauses have at least 1 subject & 1 verb, and do they express a complete thought? 2. Do you see other errors in grammar (e.g., verb tense, subj./verb agreement, prepositions)? If so, where? 3. Are both simple and compound sentences used?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	IV. MECHANICS 1. Is there a period at the end of each sentence? If not, insert a DOUBLE line () at the point where one is needed. 2. Are commas used correctly? If not, insert a TRIPLE line () at the point where one is needed or missing. 3. Are capital letters used correctly? If not, insert a SINGLE LINE () under the letter(s) in question.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	V. ORGANIZATION 1. Does the paragraph begin with a topic sentence? 2. Does the topic sentence have a CLEAR controlling idea? 3. Do the supporting sentences prove or develop the main idea stated in the topic sentence? 4. Does the paragraph end with a concluding sentence?

<input type="checkbox"/> YES <input type="checkbox"/> NO	I. PARAGRAPH FORM Does the paragraph follow the PARAGRAPH FORM GUIDES outlined in your syllabus. If not, from the list below, indicate where the problem areas lie by putting a check in the box(es) below. <input type="checkbox"/> NAME <input type="checkbox"/> TITLE <input type="checkbox"/> MARGINS <input type="checkbox"/> INDENTATION <input type="checkbox"/> TYPED <input type="checkbox"/> DOUBLE-SPACED <input type="checkbox"/> NO HYPHENS
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	II. REQUIRED CONTENT 1. Does the author address the following information in the paragraph? A. What is it? B. What are its physical characteristics / What does it look like? C. Where is it used? D. What meaning does the symbol have? E. Do you agree with the choice of this symbol to represent your country? Why? Why not?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	III. GRAMMATICAL STRUCTURE - <u>UNDERLINE</u> all word(s) / sentences about which you have doubts 1. Do you see any errors in grammar (e.g., verb tense, subj./verb agreement, prepositions)? If so, point them out? 2. Are simple, compound, and complex sentences used?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	IV. MECHANICS 1. Is there a period at the end of each sentence? If not, insert a DOUBLE line () at the point where one is needed. 2. Are commas used correctly? If not, insert a TRIPLE line () at the point where one is needed or missing. 3. Are capital letters used correctly? If not, insert a SINGLE LINE () under the letter(s) in question.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	V. ORGANIZATION 1. Does the paragraph begin with a topic sentence? 2. Does the topic sentence have a CLEAR controlling idea? 3. Do the supporting sentences develop the main idea stated in the topic sentence? 4. Does the paragraph end with a concluding sentence? 5. Does the paragraph have coherence through the use of appropriate transitions?

<input type="checkbox"/> YES <input type="checkbox"/> NO	I. PARAGRAPH FORM Does the paragraph follow the PARAGRAPH FORM GUIDES outlined in your syllabus. If not, from the list below, indicate where the problem areas lie by putting a check in the box(es) below. <input type="checkbox"/> NAME <input type="checkbox"/> TITLE <input type="checkbox"/> MARGINS <input type="checkbox"/> INDENTATION <input type="checkbox"/> TYPED <input type="checkbox"/> DOUBLE-SPACED <input type="checkbox"/> NO HYPHENS
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	II. REQUIRED CONTENT 1. Does the author address the following information in the paragraph? A. Are there at least FOUR positive effects mentioned in paragraph #2? B. Are there at least TWO supporting details/examples for each positive effect mentioned? C. Are there at least FOUR negative effects mentioned in paragraph #3? D. Are there at least TWO supporting details/examples for each negative effect mentioned?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	III. GRAMMATICAL STRUCTURE - <u>UNDERLINE</u> all word(s) / sentences about which you have doubts 1. Do you see any errors in grammar (e.g., verb tense, subj./verb agreement, prepositions)? If so, point them out? 2. Are simple, compound, and complex sentences used?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	IV. MECHANICS 1. Is there a period at the end of each sentence? If not, insert a DOUBLE line () at the point where one is needed. 2. Are commas used correctly? If not, insert a TRIPLE line () at the point where one is needed or missing. 3. Are capital letters used correctly? If not, insert a SINGLE LINE () under the letter(s) in question.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	V. ORGANIZATION 1. Does the essay have an introductory paragraph, two body paragraphs, and a concluding paragraph? 2. Does the introductory paragraph go from general, introductory statements to the THESIS statement? 3. Does each paragraph contain a topic sentence with a clear controlling idea? 4. Are the supporting sentences in the two body paragraphs relevant to the topic sentence? 5. To make the paragraphs more coherent, A. do the two body paragraphs use LIST-ORDER transitions to present positive & negative effects? B. does the second body paragraph make use of a CONTRAST transition, coordinator, or subordinator? C. does the last paragraph begin with a CONCLUDING transition?

<input type="checkbox"/> YES <input type="checkbox"/> NO	I. PARAGRAPH FORM Does the paragraph follow the PARAGRAPH FORM GUIDES outlined in your syllabus. If not, from the list below, indicate where the problem areas lie by putting a check in the box(es) below. <input type="checkbox"/> NAME <input type="checkbox"/> TITLE <input type="checkbox"/> MARGINS <input type="checkbox"/> INDENTATION <input type="checkbox"/> TYPED <input type="checkbox"/> DOUBLE-SPACED <input type="checkbox"/> NO HYPHENS
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	II. REQUIRED CONTENT 1. Does the author: A. state origins & purpose of each holiday type? B. provide example of specific holidays for each type? C. explain the significance of each specific holiday? D. provide a detailed description of how each specific holiday is celebrated?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	III. GRAMMATICAL STRUCTURE - <u>UNDERLINE</u> all word(s) / sentences about which you have doubts 1. Do you see any errors in grammar (e.g., verb tense, subj./verb agreement, prepositions)? If so, point them out? 2. Are simple, compound, and complex sentences used? 3. Are appositives and adjective clauses used?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	IV. MECHANICS 1. Is there a period at the end of each sentence? If not, insert a DOUBLE line () at the point where one is needed. 2. Are commas used correctly? If not, insert a TRIPLE line () at the point where one is needed or missing. 3. Are capital letters used correctly? If not, insert a SINGLE LINE () under the letter(s) in question.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	V. ORGANIZATION 1. Does the essay have an introductory paragraph, two or more body paragraphs, and a concluding paragraph? 2. Does the introductory paragraph go from general, introductory statements to the THESIS statement? 3. Does each paragraph contain a topic sentence with a clear controlling idea? 4. Are the supporting sentences in the body paragraphs relevant to the topic sentence? 5. To make the paragraphs more coherent, A. do the body paragraphs use LIST-ORDER transitions to present the different holiday types? B. does the last paragraph begin with a CONCLUDING transition?

<input type="checkbox"/> YES <input type="checkbox"/> NO	I. PARAGRAPH FORM Does the paragraph follow the PARAGRAPH FORM GUIDES outlined in your syllabus. If not, from the list below, indicate where the problem areas lie by putting a check in the box(es) below. <input type="checkbox"/> NAME <input type="checkbox"/> TITLE <input type="checkbox"/> MARGINS <input type="checkbox"/> INDENTATION <input type="checkbox"/> TYPED <input type="checkbox"/> DOUBLE-SPACED <input type="checkbox"/> NO HYPHENS
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	II. REQUIRED CONTENT 1. Does the author: A. express an opinion about doctor-assisted suicide? B. support his / her opinion with at least THREE reasons? C. provide at least TWO specific examples to support / illustrate each reason? D. use facts to support each reason? E. strengthen his / her position by including outside sources?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	III. GRAMMATICAL STRUCTURE - <u>UNDERLINE</u> all word(s) / sentences about which you have doubts 1. Do you see any errors in grammar (e.g., verb tense, subj./verb agreement, prepositions)? If so, point them out? 2. Are simple, compound, and complex sentences used? 3. Are modal verbs used?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	IV. MECHANICS 1. Is there a period at the end of each sentence? If not, insert a DOUBLE line () at the point where one is needed. 2. Are commas used correctly? If not, insert a TRIPLE line () at the point where one is needed or missing. 3. Are capital letters used correctly? If not, insert a SINGLE LINE () under the letter(s) in question.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	V. ORGANIZATION 1. Does the essay have an introductory paragraph, THREE body paragraphs, and a concluding paragraph? 2. Does the introductory paragraph go from general, introductory statements to the THESIS statement? 3. Does each body paragraph contain a topic sentence with a clear controlling idea? 4. Are the supporting sentences in the body paragraphs relevant to the topic sentence? 5. To make the paragraphs more coherent, A. Do the body paragraphs use REASON transitions to present each of the reasons? B. Do the body paragraphs use EXAMPLE transitions to present each of the examples? C. does the last paragraph begin with a CONCLUDING transition?

<input type="checkbox"/> YES <input type="checkbox"/> NO	I. PARAGRAPH FORM Does the paragraph follow the PARAGRAPH FORM GUIDES outlined in your syllabus. If not, from the list below, indicate where the problem areas lie by putting a check in the box(es) below. <input type="checkbox"/> NAME <input type="checkbox"/> TITLE <input type="checkbox"/> MARGINS <input type="checkbox"/> INDENTATION <input type="checkbox"/> TYPED <input type="checkbox"/> DOUBLE-SPACED <input type="checkbox"/> NO HYPHENS
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	II. REQUIRED CONTENT 1. Does the author: A. compare & contrast post-secondary education in the USA & his/her own country? B. present similarities in one paragraph & differences in another? C. provide an example for each similarity & difference?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	III. GRAMMATICAL STRUCTURE - <u>UNDERLINE</u> all word(s) / sentences about which you have doubts 1. Do you see any errors in grammar (e.g., verb tense, subj./verb agreement, prepositions)? If so, point them out? 2. Are comparative & superlative forms of adjectives adverbs to highlight differences used?
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	IV. MECHANICS 1. Is there a period at the end of each sentence? If not, insert a DOUBLE line () at the point where one is needed. 2. Are commas used correctly? If not, insert a TRIPLE line () at the point where one is needed or missing. 3. Are capital letters used correctly? If not, insert a SINGLE LINE () under the letter(s) in question.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO	V. ORGANIZATION 1. Does the essay have an introductory paragraph, TWO body paragraphs, and a concluding paragraph? 2. Does the introductory paragraph go from general, introductory statements to the THESIS statement? 3. Does each body paragraph contain a topic sentence with a clear controlling idea? 4. Are the supporting sentences in the body paragraphs relevant to the topic sentence? 5. To make the paragraphs more coherent, A. Do the body paragraphs use compare/contrast transitions to present each similarity & difference? B. Do the body paragraphs use EXAMPLE transitions to present each of the examples? C. does the last paragraph begin with a CONCLUDING transition?

