**Peer Editing Checklist**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Person’s Paper is being Edited: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Directions:**

1. **Follow any directions within each question.**
2. **If you answer “no” to any of the questions, write a comment giving a suggestion about correcting the problem.**

1. Does the paper have the minimum amount of paragraphs necessary? Place an “X” on this sheet as you find the paragraphs. In the comment box, write suggestions for improving at least one of the paragraphs. DO NOT LEAVE THE COMMENT BOX BLANK.

Comments:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ Introduction

\_\_\_\_ 1st Body Paragraph

\_\_\_\_ 2nd Body Paragraph

\_\_\_\_ 3rd Body Paragraph

\_\_\_\_ Conclusion

2. Does each paragraph have the correct number of sentences (5-7)? If not, give a suggestion for at least one paragraph that does not have enough sentences.

3. Suggest a CREATIVE title for the paper. If the title is already creative, explain what makes it creative.

4. Does the introduction catch your interest? Why or why not? Be specific.

5. What is the author’s main ides (thesis)? Does the paper clearly support the thesis/controlling idea?

6. Are the sentences varied in length and structure? Did the writer use semicolons or a comma to combine sentences?

7. Change three words in the paper to make the vocabulary level higher.

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ instead of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ instead of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ instead of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Mark any sentence fragments or run-on sentences that you find. Do not correct them though, that is the author’s responsibility.

9. Mark any spelling errors that you notice. Circle the words, but do not correct them, that is the author’s responsibility.

10. Are any of the paragraphs confusing? List the paragraph number of any confusing paragraph and explain what makes the paragraph confusing.

11. For each body paragraph, fill out the appropriate space on this chart:

|  |  |  |
| --- | --- | --- |
| **Body Paragraphs** | **Main Idea of the Paragraph** | **Evidence Given to Support the Main Idea** |
| 1st Body Paragraph (Not the Intro) |  | 1.2.3. |
| 2nd Body Paragraph |  | 1.2.3. |
| 3rd Body Paragraph |  | 1.2.3. |

12. Mark any contractions that you see.

13. Mark any usage of the word “you,” “your,” or “you’re.”

14. Mark any phrases like this: “My paper is about…” or “This essay is about…”

15. Do the paragraphs flow into each other? Does each paragraph flow well within itself, or does it seem to jump around? Mark any areas where this is a problem.

16. Have transition words (however, also, therefore, although, etc.) been used? If not, suggest where they can be added.

17. If you were grading this paper, what grade would you give it?