Tips for reading:

- Begin by asking the writer about the draft. What is the writer struggling with? What should you pay attention to? What is going well? Use the writer’s response to help shape your reading and response to the draft.
- Give each paper the same attention and focus you would want for your own paper.
- Avoid excessively writing on the draft, which can be intimidating or distracting to the writer.

Questions to keep in mind:

Is the author’s thesis clear?
How are the paragraphs aligned to address the thesis?
How well does the writer support the thesis?
What are the most interesting parts of the paper to the reader?

Tips for feedback:

→ Be positive! Point out what’s working with a draft and explain why it works. That sort of explanation can help prompt ideas for revising what isn’t working.
→ Focus on GLOBAL aspects of a draft (listed on the back of this handout). Global aspects of writing affect the whole draft. Feedback on the global can help address the biggest issues in a piece of writing.
→ Ask questions about the draft, the writer’s choices, etc. Questions help prompt the writer’s thinking about the piece.
→ Encourage depth. Sometimes we can see where others can go deeper, explore more, or elaborate on an issue that’s important or interesting in the paper.
→ Be specific. Explain why something works for you or doesn’t. Tell the writer what is going on in your head as you read. Offer up suggestions for revision.

Things to avoid:

✓ Not speaking up. No one benefits from leaving feedback at “it was good.”
✓ Re-writing other people’s work. Make suggestions, discuss ideas—but avoid taking over someone else’s work. No one learns from someone else writing for them.
✓ Focusing solely on grammar or smaller issues in the draft. Limiting feedback to sentence-level issues doesn’t help a writer think through the whole of the draft.