

# Peer Editing Checklist

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Lester Fischer (University of Massachusetts) offers some very sound advice about editing someone else's writing. "Remember the writer is a human being. Your job is neither to impress him/her with your cleverness or earn his/her affection with false praise. **What the writer needs is an honest, specific reaction with constructive suggestions which are not directions but simply suggestions.** Everything you do should support the writer during the writer's search for a subject and a voice."

Read the paper quickly and easily as a reader and as a human being. Then read the paper carefully and comment constructively using the following questions as a guide.

1. What words/phrases in this piece are particularly effective?
2. What words/phrases in this piece are **not** very effective?
3. What do you think is the main idea of the piece?
4. How can you summarize it in one sentence?
5. Choose **one word** from the writing which best summarizes it.
6. Then choose a word that isn't in the writing to summarize it.
7. Are there mechanical matters (spelling, punctuation, and the like) at which your writer should take another look before the final revision?