

## ***What to Look for When Self-Editing or Peer-Editing***

Spelling!      Grammar!      Punctuation!

The writer should use spell check and grammar check on the word processing program. But a human eye should always check for errors as well, because those programs miss some things (for instance, if you've written the wrong word, but spelled correctly.)

Look for anything that does not make sense to you, anything that you don't understand. Either it's been worded badly, or the writer did not explain it thoroughly enough.

Paragraph Structure – can you identify the topic sentence of each paragraph? Do all the other ideas in the paragraph support the topic? Is there enough information about the topic?

Introduction and Conclusion – Is the thesis of the essay or report mentioned in the introduction and conclusion? Is there a summary of the topics (i.e. the body paragraphs) that will be used to support the thesis? Are the topics in the same order in the introduction and conclusion as they are in the body of the paragraph?

The paper should **not** have the words “in this essay, I will...” or anything like that. There are much more elegant ways to tell your readers what you are going to tell them.