

## RESPONDING TO A PAPER IN PROGRESS

### 1) Evaluate Response to Assignment

Is the paper appropriate for audience, subject matter, style, length? Does the paper actually address the given assignment? Does the paper probe subject in depth? If not, use “pre-writing” activities to generate ideas: research, conversation, free-writing; or who, what, when, where and why questions.

### 2) Evaluate Thesis

- Should state main idea or purpose of paper
- Should be a very specific and debatable opinion, not a vague generalization
- Can indicate organization scheme
- Should be rhetorically emphasized

### 3) Evaluate Organization

- Information supporting thesis should be in logical order: chronological, spatial, importance, general to specific, cause and effect, textual, etc.
- Check for unity within paragraphs
- Be sure sections of paper are linked together with appropriate transitions
- Transitions or other material should link paragraph to thesis
- Paper needs effective introduction and conclusion

### 4) Evaluate Development

- Is supporting evidence adequate? (Textual evidence, quotations, documented facts, authoritative opinion, illustrations, etc.)
- Are complexities discovered and dealt with?
- Are counter arguments refuted?

### 5) Evaluate Sentence and Word Level Concerns

- Check for awkward phrasing, inflated language/wordiness, lack of sentence variety, documentation problems, poor word choice, ungrammatical constructions and problems with spelling and punctuation