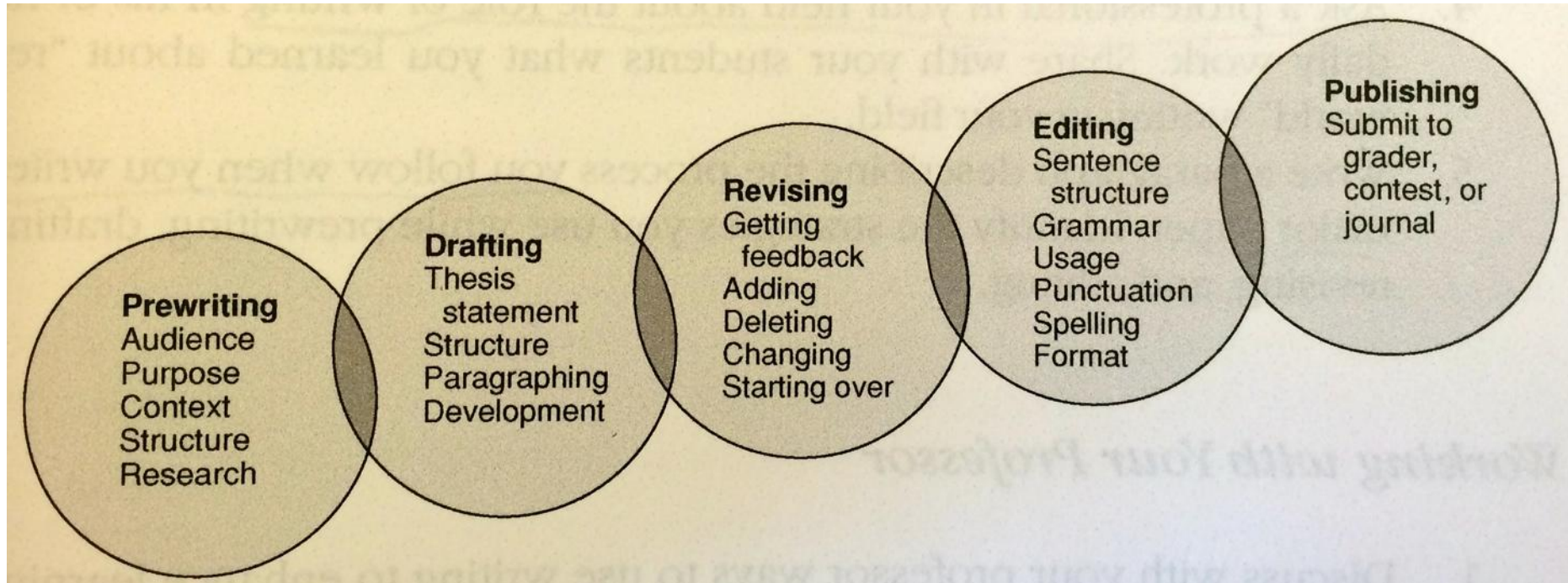


So you've written a draft...



...Now what?



The writing process.

Revising

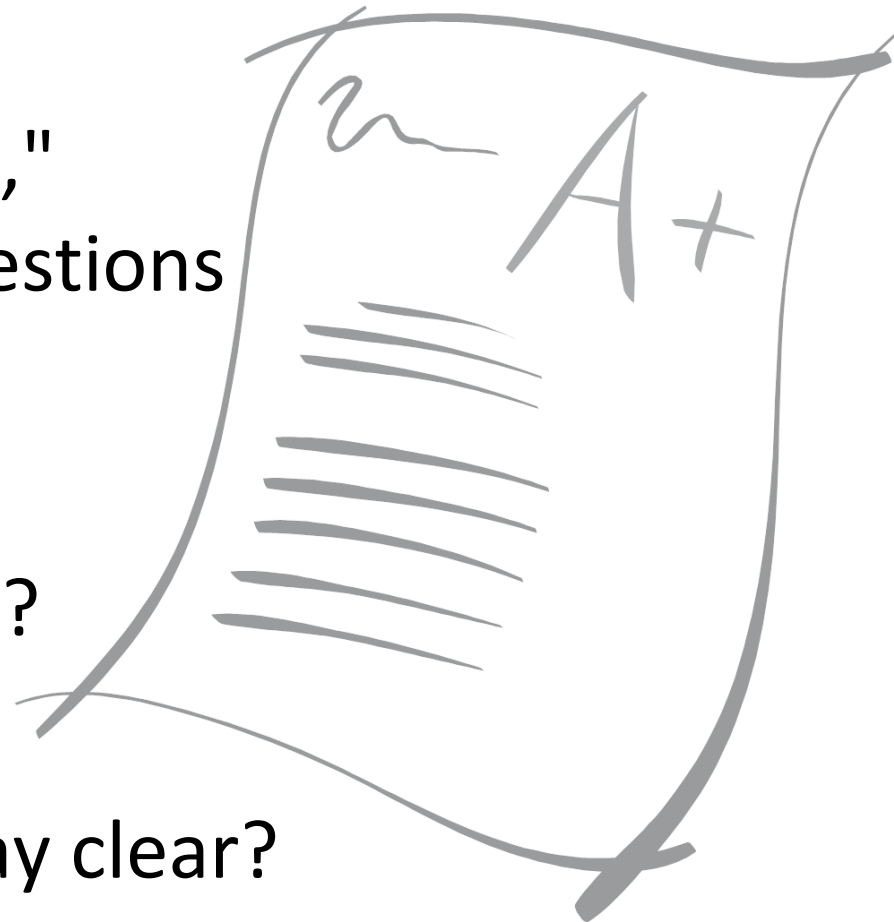
“After you have a pretty good draft, you start to revise. Usually you are so close to the work by this point that it is hard for you to look at it realistically. You may enlist some outside eyes—a friend, a roommate, family member, classmate, writing tutor, TA, or professor—to read over the paper and tell you what is confusing and what needs more evidence. With this feedback, you may make major changes to your draft, changing focus, structure, order, and paragraphs to make your meaning clearer. You may even start the paper over from scratch.” [Hedengren 2004]

(Non-Exhaustive) Checklist

- Organization
- Content and Style
- Research and Sources
- Proofreading -- *editing*
- Assignment Directions

Organization: Introduction

- Sufficient background for the reader?
- “Who,” “where,” “why,” “what,” and “how” questions addressed?
- Is there a thesis sentence?
- Is the purpose of the essay clear?



Organization: Essay

- Clear introduction, body, and conclusion?
- Essay moves from general to specific?
- Sufficient transitions between related ideas?
- Overall organization murky or clean? No new material in the conclusion? No switching subjects in the middle of a paragraph?
- Every paragraph addresses the subject matter of the thesis in some way?



First sentence of each body paragraph should sum up what that paragraph is about

Content and *Style*

- Audience: Knowledge of audience? Not insulting?
- Clarity: Sufficient examples and detail to make points clearly?
- Tone: professional and appropriate?
- Language: convincing, clear, and concise?
- Original: language and approach?



Make a copy of your document. Place each sentence of your essay on a separate line. Analyze sentence variety and length

Aside: Passive vs. Active Voice

- Active voice helps sentences from becoming wordy, unclear, or complicated.
- Active
 - Sentence subject performs the action
- Passive
 - Action is performed on the sentence subject

Active and Passive Voice Examples


- The boy rewrote his essay after the teacher provided feedback.
- The essay was rewritten by the boy after the teacher provided feedback.
- The Swedish Nobel Committee announced the Nobel Prize winners in Chemistry.
- The Nobel Prize winners in Chemistry have been announced.

Research and Sources

- Research accurate, unbiased, and complete?
- Fully interpreted the findings?
- Analysis based on hard evidence? Free of faulty reasoning?
- All quotations introduced? Flow of the essay seamless?
- If necessary, limitations clearly spelled out?
- If included, recommendations based on accurate interpretations?

Research and Sources

- Sources credible?
- If material was paraphrased, are the sources still mentioned?
- Quotations checked against the original?
- Facts checked for accuracy?
- No potentially libelous statements?
- Documentation in the Works Cited and body of the essay correct?



Explain/analyze your sources—pretend like someone is asking “so what?” about each of them

Editing

“Once the draft says pretty much what you want it to, and says it clearly, you probably go through it again to make sure that everything is correct. You may run the computer's spell checker and grammar checker. You may read the paper aloud, looking for errors that the computer tools missed. You may smooth out awkward phrasing and make sure that the punctuation is correct. You may fiddle with the format, putting in headings and page numbers.”
[Hedengren 2004]

Proofreading

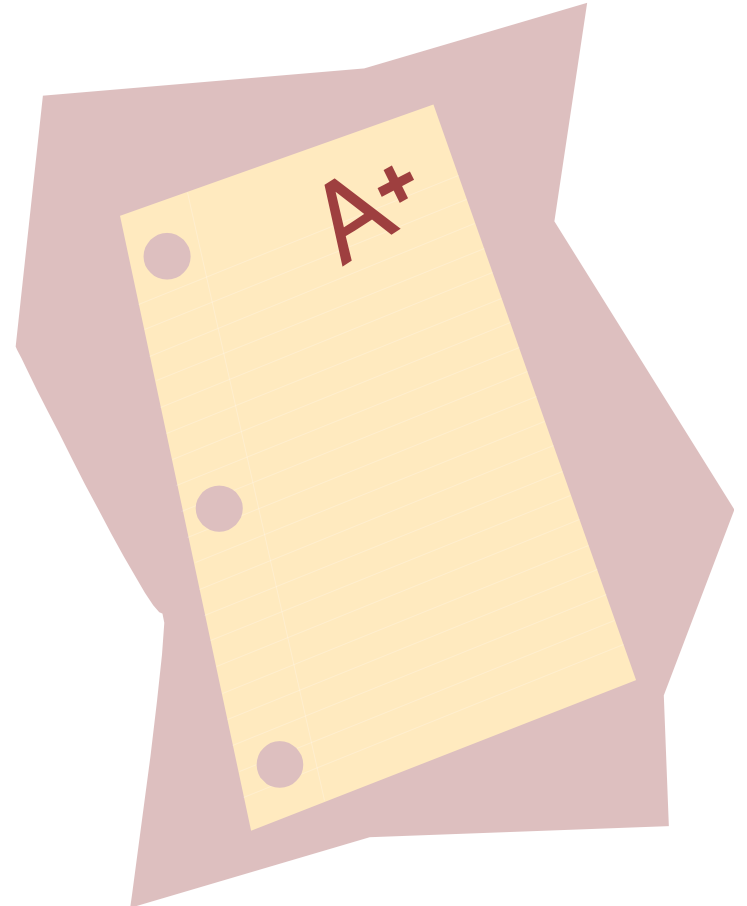
- Grammar and punctuation?
- Spelling?
- Personal bad habits checked?
- Page numbers correct?
- Title capitalized correctly? Header?
- Correct margin and font?



Read it aloud or have computer read it to you!

Assignment Directions

Don't forget to reread the assignment at the very end to make sure your essay satisfies *all* the requirements!



For More Information

- Much of the information presented today from <http://www.roanestate.edu/owl/essayrev.html>
- <https://owl.english.purdue.edu/owl/resource/539/02/>
- <http://writingcenter.unc.edu/handouts/revising-drafts/>