**Research Paper Peer Review**

For this peer-review assignment, it is best to read the paper one time straight through without making marks or comments. This allows you to get the overall feel of the paper’s organization, tone, development, etc. Next read the paper again circling misspelled words, typos, grammar problems, etc. and taking notes about possible things the author can do to improve the paper. As you do this, you should consider each of the following criteria:

1. Are all borrowed words and ideas credited?

2. Are quotations and summaries concise (not too long)?

3. Are quotations accurate?

4. Does author provide helpful introductory leads for all quotations?

5. Is the documentation in proper format?

6. Is the topic sufficiently narrow?

7. Is the thesis clearly stated and argue a point?

8. Does the title provide a clue about the paper’s contents as well as ‟hook” the reader?

9. Is the writer mindful of his/her audience--that they are educated but uninformed? Are all technical terms explained?

10. Are opposing views fairly stated?

11. Are the assumptions made by the writer likely to be shared by the readers? If not, are they argued rather than merely asserted?

12. Is the focus clear--does the author make recommendations or evaluations?

13. Does the author provide adequate evidence that is sound, reliable, and not unfairly biased?

14. Are all inferences valid?

15. Is the organization clear and is there a coherent sequence of arguments?

16. Does the author provide an effective opener?

17. Does the ending close the paper effectively without pretence, apology, or redundancy?

18. Are all worthy opposing arguments faced?

19. Is the tone appropriate for a college paper?

20. Has the paper been carefully proofread?

Finally, write a short letter to your colleague addressing any of these issues. It is best to balance criticism with praise—without praise we often become defensive, but without criticism peer review is of little value. Please come to class next time prepared to return the paper to your classmate along with the letter. Also make an additional copy of the letter for me. Remember, you then must evaluate the advice you receive from your reviewer. Some of it will be sound, some not. Then make any necessary changes to your paper. I also recommend that you visit the writing lab prior to handing it in. Research papers and service portfolios must be handed in on the day of the final. No late papers will be accepted.