** The steps to peer editing**

There are three important steps when you edit a partner’s text. Make notes about what you want to tell him or her.

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| **Step 1: Make compliments** |  |  |
| Stay positive. Remember you want to help your partner improve his or her writing. So start with the nice things. Tell your partner what he or she did well. |  | **Positive things I want to tell my partner:** |
| **Step 2: Make suggestions** |  |  |
| When you analyse your partner’s text, consider these aspects:  • Is the choice of words  interesting?  • Are there interesting details  in the text?  • Does the text have a good  structure?  • Are the sentences in  a logical order?  • Does the text stick to the  topic? |  | **My suggestions for improving the text:** |
| **Step 3: Make corrections** |  |  |
| Check your partner’s text for these mistakes:  • spelling mistakes (R)  • grammar mistakes (G)  • missing punctuation (full stops, commas, inverted commas, …) (Z)  • incomplete sentences (S)  Mark any mistakes in your partner’s text and write the abbreviations on the right side of the text. | | |

**Useful phrases for peer editing**

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| **Making compliments**  I really loved your topic.  Your text / This paragraph was really fun to  read because …  I think you used a lot of good details.  I liked when you used the word …  I liked the way you described / explained / …  My favourite part was … because … | **Making suggestions for improving a text**  Why don’t you use a different word here?  Instead of using the word ‘…’,  maybe you can use the  word ‘…’.  **Tipp**  Ergänze weitere nützliche Redewen- dungen.  Try to write a better ending.  You could join these two short  sentences with ‘but’.  If you add more details after this  paragraph / this sentence, it will be  clearer.  You could improve this sentence /  paragraph by adding more details.  I would suggest making this sentence  more simple.  You might consider using … / adding … / rewriting … / … |