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| **Feedback coversheet for comments on drafts** | |
| Author’s name:  Contact details: | |
| To: | |
| Date submitted: | Return date: |
| Form (eg article, thesis chapter or section, conference paper etc): | |
| Target audience: | |
| Stage of draft:  First-early draft (eg ideas evolving, outline)  Middle stages draft (structure emerging)  Near final draft | |
| Feedback sought  (eg comment on structure, clarity of ideas, development of argument, paragraph structure, close editing for spelling and grammar etc) | |
| Notes: | |
| Overall thesis in this work (ie outline your central argument in one sentence. “in this article/ chapter, I am arguing/suggesting/proposing…) | |
| Overall comments and main suggestions: | |