

Peer Editing Checklist

Author's Name: _____

Document Title: _____

Peer Editor's Name: _____

Remember these tips for being a good peer editor:

- 1. For every suggestion for improvement, list one thing you think is done well.*
- 2. Make sure you are critiquing the paper, not the person. It's ok to disagree with the author, but it's not ok to expect them to change their writing to agree with your point of view.*
- 3. Point out errors in spelling and grammar, but don't correct the paper for the author. You should list errors in spelling, punctuation, or grammar, but let the author research the correct usage.*

Spelling, Grammar, Word Usage and Punctuation:

Suggestions for improvement:

- 1.
- 2.
- 3.

Items well done:

- 1.
- 2.
- 3.

Story Sequencing and Flow

Suggestions for improvement:

- 1.
- 2.
- 3.

Items well done:

- 1.
- 2.
- 3.

Story Development

Suggestions for improvement:

- 1.
- 2.
- 3.

Items well done:

- 1.

- 2.
- 3.

Other

Suggestions for improvement

- 1.
- 2.
- 3.

Items well done:

- 1.
- 2.
- 3.