SOPHOMORE WRITING

REQUEST LETTER: 2ND DRAFT CONSULTING

1. Organization. Are all similar ideas in one place in the paper? IS the order of ideas likely to be effective for the audience? If problems exist, mention them below and if possible suggest how they can be improved.
2. Paragraphs. Does each paragraph have a clear topic sentence? Does each paragraph have good unity? Are any too long or too short? If problems exist, mention them below and if possible suggest how they can be improved.
3. Final shot at development! This is your last official chance to comment on the development in the paper. GET MEAN! Put yourself in the position of the audience, wanting very much to say “NO”. Is there ANYTHING in the paper that would give you the loophole to deny the request: anything missing, poorly developed, unsatisfactorily explained? If so, deal with it here. If not, merely say everything important is there and well developed. BUT IT BETTER BE!