SOPHOMORE WRITING

REQUEST LETTER: 1ST DRAFT CONSULTING

1. Compare the jot list to the 1st draft. Are all the important points from the jot list on the draft? Is there anything missing from both the jot list and the draft? If all is good, list the THREE most important points in the paper.
2. Are all the ideas in the paper clear and well developed? Do you have questions about anything presented in the paper, or does anything seem to need more information or explanation? List problems below. If everything seems well developed, merely say so, but GET MY SIGNATURE FOR SUCH A COMMENT.
3. Check out the language of the paper. Are there any sections or words that might offend the audience, ruining the person’s chance of getting what he or she wants? If so, how can they be changed? If not, give me ONE example of section that is tactful or considerate of the audience.
4. List TWO SPECIFIC positive things about the paper. These comments should relate to the content of the paper -- The IDEAS, NOT mechanics or organization

1.

2.