

PEER REVIEW GUIDE (ASSIGNMENT 3)

Submit your paper as .doc file in the discussion forum. Find the submission of your peer partner and save the file in your own computer. All suggestions made in the paper should be highlighted and within the sentences. You may also use Review feature. Do NOT delete or change anything. Additionally, fill up this form. Once you have finished reviewing, go back to your peer's post and hit reply. Attach the reviewed file as "reply" to the original.

Check for the following:

- single-spaced title on the first page
- Author's name.
- Format, font, line-space specifications provided in the syllabus
- Clear a thesis or argumentative claim
- Issues, topics, theories carefully and thoroughly discussed and analyzed.
- You have thought about the implications and applications of the issues.
- Discussion of topics and research goes beyond description to include in-depth analysis.
- Specific and comprehensive information and data
- Address issue critically and in a well-thought out and exhaustive manner
- Level of jargon acceptable for a general audience

Respond to the following:

Is the introduction clear? Does it clearly explain the purpose of the paper? Does the author have a thesis or argumentative claim? Has the author identified the critical issue and established the discussion on the critical agenda in the first paragraph? If not, please lend the author your suggestions.

Is there a distinct structure of the body of the paper? Develops logically? Evidence given for the author's positions? Does the author validate the arguments with adequate textual resources and/or other secondary resources? If not, please let the author know what claims you think lack evidence.

Does the author provide a conclusion? Does the conclusion state clearly the finding of the analysis? If not, what suggestions do you have for the author?

Annotated Bibliography

Does the Annotated Bibliography include 10 sources?

Does the Annotated Bibliography include a citation that follows APA or MLA style correctly and consistently? If not, recommend the necessary changes.

Is the format of the Annotated bib correct? Refer to Annotated Bib description for format.

Does the Annotated Bibliography include a brief summary of each source?

Does each summary provide enough information about the source?

Does any summary go into too many details?

Do they show clearly how information from a particular source will be used in the paper?

Other comments:

Indicate (by brackets or underlining) any sentences you find hard to read or comprehend. Do not worry about identifying grammar rules, but indicate to the writer any sentences you find awkward sounding. As well, indicate any mechanical errors (spelling, punctuation, grammar) you notice. Place the following symbols next to the error and highlight it: **SP** = spelling, **P** = punctuation and **GR** = grammar.

If you are being reviewed, accepting the suggestions for revision is up to your discretion.