Peer Editing Rules

**Step #1:** Form a group of four

**Step #2:** Assign a student for each topic: Grammar/Semantics/Spelling

 Citations/Works Cited

 MLA Format

 Use of Sources

**Step #3:** Switch papers with each other and begin checking for your topic only. Continue switching papers until you have checked each group member’s paper.

**Grammar/Semantics/Spelling:** Your job is to search for any spelling mistakes, incorrect word usage (they’re vs their), and make sure sentences make sense. Offer any suggestions you have to reword something.

**Citations/Works Cited:** Your job is to first make sure that the student included at least three citations (one in each body paragraph) and did so properly. The citations should be from three different sources. Use the examples given out in class to make sure they included them correctly. (Direct quotes should not be more than 30 words in length and should be surrounded by quotation marks.) Also, make sure they included a works cited page and they followed the instructions to create one correctly.

**MLA Format:** Your job is to make sure the student followed the MLA format throughout the entire essay, including the works cited page, and make corrections when necessary.

**Use of Sources:** Your job is to analyze how the student included their citations and see if they were used appropriately. Is it just a random sentence, or did the student explain the information and/or lead into it in a way that there was no interruption in the flow of their writing?

Author’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grammar/Semantics/Spelling Editor’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Citations/Works Cited Editor’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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MLA Format Editor’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Use of Sources Editor’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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