Identity Politics
Professor Benjamin
Peer Review Guidelines

An Overview of Effective Peer Review Practices

- Before you even make your first comment, read the document all the way through.

- Make sure you leave enough time for you to read through, respond, and for your peer to edit his/her document with your comments before any deadlines.

- If you are provided with a feedback form to fill out and something is unclear, do not ignore the item but ask the instructor for clarification.

- Point out the strengths as well as the weaknesses of the document.

- Offer suggestions, not commands.

- Editorial comments should be appropriate and constructive. There is no need to be rude. Be respectful and considerate of the writer's feelings.

- Be sure that your comments are clear and text-specific so that your peer will know what you are referring to (for example, terms such as "unclear" or "vague" are too general to be helpful).

- As a reader, raise questions that cross your mind, points that may have not occurred to your peer author.

- Try not to overwhelm your peer with too much commentary. Follow the feedback form and the issues you are supposed to address.

- Be careful not to let your own opinions bias your review (for example, don't suggest that your peer completely rewrite the paper just because you don't agree with his/her point of view).

- Reread your comments before passing them on to your peer. Make sure all your comments make sense and are easy to follow.

- Avoid turning your peer's paper into your paper.

Feedback Form

Please list some things the author did well:

Areas of improvement:

What can the author do to improve the clarity of the argument?

Allocation of Points

I can identify the thesis	/10
The argument is clear	/10
Author uses appropriate sources to support claim	/10
Spelling/Grammar	/10
Meets Guidelines (length, format, citation style)	/10