

What does ‘revising’ mean?

Revising is a ‘higher order’ concern. Thus, when reviewing the work, the writer must pay attention to the overall focus, development, and organization of the paper—rather than ‘lower order’ concerns such as grammar and punctuation. [to be discussed in a future issue]. e.g. when revising, the writer might want to make paragraphs longer or shorter, or move ideas from one section of the paper to another.

Revising Checklist part. 1: Purpose & Structure

- Is your purpose clear?
- Is the paper focussed? A forceful thesis with strong topic sentences to create coherent, unified paragraphs?
- Has redundant or irrelevant material been removed?
- Does it have a well structured Intro, Body, and Conclusion

Revising Checklist part. 2: Content

- Introduction: engaging preamble/hook, background to give context, compelling thesis statement
- Body: topic sentences to preview main idea, adequate supporting detail, transition words/phrases to link paragraphs
- Conclusion: reiterate thesis, summarize key points, finish strong

Additional Tips:

- Put the draft aside for a few days and then come back to it with a fresh perspective.
- Review your professor’s guidelines to make sure that you have met the remit of the assignment e.g. compare-contrast, discuss, evaluate, agree or disagree with a prompt etc.

