

## Comments Legend for Papers

Look for numbers and letters that are circled or have a # symbol and translate them using the legend below.



This needs improvement

\_\_\_\_\_ Good work

### Lettered Marks (things you did well):

- |   |  |
|---|--|
| A. Good <b>analysis</b> /well thought out discussion  | G. Generally <b>good</b> work                          |
| AS. Excellent <b>audience sensitivity</b>             | I. <b>Interesting</b> /clever/ <b>insightful</b> point |
| C. <b>Clear</b> presentation of ideas                 | L. <b>Language</b> is artful                           |
| CA. Good <b>counter-argument</b>                      | M. Effective <b>metaphor</b> or analogy                |
| CS. <b>Concisely</b> /succinctly <b>stated</b>        | O. Effective/strategic <b>organization</b> of ideas    |
| D. Excellent <b>detail</b> /support                   | OV. Excellent awareness of <b>opposing views</b>       |
| E. Good clarification/ <b>explanation</b> of a detail | S. Excellent use of an external <b>source</b>          |
| EW. <b>Excellent word</b> choice                      | WC. <b>Well constructed</b> /well made argument        |

### Numbered Marks (things to work on):

- |   |  |
|---|--|
| 1. Please expand/explain/go into more depth here  | 19. Define your terminology  |
| 2. This requires a clearer connection to the idea you're supporting                                   | 20. Avoid slang (unless using it strategically)  |
| 3. Is this relevant to the current idea/discussion? If so, explain; if not, delete it                 | 21. This is a sentence fragment/incomplete sentence  |
| 4. Please tie this idea to the thesis or prompt   | 22. This is a run-on sentence  |
| 5. Provide an example/support   | 23. Maintain verb tense (don't mix present tense with the past tense, for example)                           |
| 6. Provide/cite a source for this idea  | 24. This needs a correction in spelling, grammar, or punctuation   |
| 7. Is this necessary to state/include?  | 25. Avoid summarizing, provide only what's necessary   |
| 8. What are you intending to say here?  | 26. Please paraphrase; if you wish to use direct quotes, do so sparingly and use quotation marks             |
| 9. Stay focused on the point you are making (or <i>briefly</i> refer to an idea you'll discuss later) | 27. This does not meet the requirements for this component of the assignment (see directions)                |
| 10. This word/idea/statement is repetitive/has already been stated; if it's different, clarify how    | 28. Be sure to use proper formatting (line spacing, font, size, margins, etc.)                               |
| 11. What is the main idea/focus of this ¶?  | 29. Try using MS Word's automatic formatting here  |
| 12. Unclear organization  | 30/¶/"Para": Start a new paragraph here (or if "No ¶" or an X'ed ¶, then this should not be a new paragraph) |
| 13. The idea here should be associated with another main idea or subpoint                             | ^ . Insert word(s) here (this may include an introduction, transition, or concluding sentence)               |
| 14. Separate your points/subordinate subpoints  | AWK: Awkward phrasing and/or incorrect grammar   |
| 15. The flow between ideas needs work   | POV: This means "point of view," usually "who's POV?" or as a reminder to watch for bias                     |
| 16. Be sensitive to your audience—be careful not to offend them, try to reach out to all sides        |  |
| 17. Avoid verbal clutter (strive to be straightforward)   |  |
| 18. Is there a more effective word to use here?   |  |