Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Self Edit**

*Follow the directions below to ensure the best quality of work within your writing.*

1. Read your speech backwards. Yes, backwards. Read your speech one sentence at a time working from your parting “haunting” statement to your hook. That way you can focus on spelling, punctuation, and grammar, without being bothered by the ideas and organization.
	1. Spelling errors? Use a dictionary or dictionary.com
	2. Grammar errors? Ask a friend or Miss Panther
	3. Punctuation errors? Ask a friend or Miss Panther
2. Read only the first sentence of each paragraph. Do you need to make any changes to help with sentence variety? Do you have transitions? Use the list of common transitions below to help make your paragraphs pack a punch.
	1. Likewise also while in the same way like as similarly even though
	2. But still however although on the other hand yet otherwise
	3. Again truly especially for this reason to repeat in fact
	4. To emphasize finally lastly as a result to sum up in conclusion
	5. Therefore all in all because again another also moreover
	6. Additionally as well besides along with
3. Is your speech too long? Too short? Time yourself using the classroom clock, an online timer (I like [www.online-stopwatch.com](http://www.online-stopwatch.com)), or a friend to judge your time. You should be between 43:00-5:00 minutes. Too long? Cut out some of the wordiness. Too short? Beef up your speech with descriptive words, extra details, or a relevant story. You may need to time yourself two to three times to get a feel for its length.

Peer’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Peer Edit**

*You’ve now edited your speech for sentence variety, conventions, and presentation. Now we’re going to ask a friend to help you with ideas, organization, and word choice.*

1. Read the speech and place a check mark next to each element as you find it. If it is convincing write “yes”, if it is not explain why by writing one of the following numbers:
2. It is not from a reliable source
3. It is not cited
4. Does not contain all the relevant/required information
5. Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| *Part of Speech* | *Is it present?* | *Is it convincing?*  |
| Hook |  |  |
| Purpose Statement |  |  |
| Connecting Statement |  |  |
| Main Point 1 |  |  |
| Supporting Details |  |  |
| Main Point 2 |  |  |
| Supporting Details |  |  |
| Main Point 3 |  |  |
| Supporting Details |  |  |
| Main Point 4 (if present) |  |  |
| Supporting Details (if present) |  |  |
| Rebuttal 1 |  |  |
| Rebutting Details |  |  |
| Rebuttal 2 |  |  |
| Rebutting Details |  |  |
| Restating topic, main points, and rebuttals |  |  |
| Haunting Statement |  |  |

1. What was the best part of the speech (the hook, use of voice, good organization, etc)?
2. What part of the speech may need more work (citing sources, formatting appropriately, etc)?