

English 134
R e v i s i n g

Revising: the overview

Organization: Have I used a logical order?

Unity: Does everything I included belong in this essay?

Coherence: Does each sentence and paragraph logically follow the previous one?

Support: Have I provided adequate support for every point?

Logic: Does everything I say logically follow?

Necessity: Have I used an extraneous introduction or repeated myself needlessly anywhere?

Strategies for revising:

Put it away for a while and come back to it.

Have your roommate read it.

Write an outline to help with organization and to see where support may be thin.

Computer tools to use:

Cut and paste

Track changes

Highlighting