**English 393, Blended Learning, Spring 2015**

**Collaborative Workshop for the Final Project**

**In Person Draft Instructions**

**Draft Two: Introductory Information**

**due Thursday, April 30, 2PM online and bring 2 hard copies to class with you**

All: Primary Audience Description ***and***

Technical Reports/Feasibility Studies: Introduction; Results & Findings Sections (4 pages of new text)

Manuals: Tertiary Audience Description; Intro Text to Primary Audience; Next Section of Manual (4 pages of new text)

**Second Draft Responses: due Friday, May 1, 12 noon**You’ll be responding to two students during class on Thursday who may or may not be your working group members, and who may or may not be the same students whose papers you read on Tuesday.

For each classmate, you’ll type up a response and then post the response to their second draft on ELMS as a separate Word document. Use the following questions to guide your response.

**Questions for All Projects:**

* **OVERALL COHESION** Talk briefly about the organizational strategies the author uses – is the paper clearly and concisely crafted? Is information presented in a logical way? Are headers incorporated effectively? Does the paper include a strong introduction and a significant conclusion that summarizes the writer’s key points and recommendations?
* **EVIDENCE** Briefly discuss the research used in this paper – are the sources on the Works Consulted list effectively used? Where in the paper could research help improve the text? Are the primary sources used successfully to support your classmate’s points? Discuss the evidence from both primary and secondary sources, and provide suggestions.
* **AUDIENCE** Does the paper effectively address the audience? Why or why not? Provide significant details relating the traits of the audience with the specifics in the paper itself. Make sure to offer suggestions regarding the paper’s audience accommodation.

**Questions for Technical Reports/Feasibility Studies:**

* **INTRODUCTION** Is the Introduction clearly written? Engaging enough to capture the described audience’s attention?
* **PROBLEM** Does this paper effectively describe the existing problem using evidence from primary and/or secondary sources? If so, summarize the problem in a few sentences. If not, describe why, and give suggestions to clarify the writer’s description of the problem.

**Questions for Manuals:**

* **INTRODUCTORY TEXT** Does this section effectively approach the audience? Does it describe both the author’s understanding of the topic and preview the benefits of the manual? Does it give compelling reasons why the primary audience should implement the manual? Give specific examples and discuss in detail.
* **MANUAL** Is the manual clearly and effectively written and organized? Is it appropriate for the identified audience? Is the writing original: i.e., does it reflect your classmate’s analysis and own text, rather than just representing a compilation of researched material? Please give advice to your classmate and discuss these elements in detail.