Editor/Author
Assignment Guide

ASTR/PHYS 119
(Last updated 10/14/2015)
Evaluation Day: Writing and Editing

- During Evaluation Day for each Lab we will work in Editor/Author pairs
- You are expected to have written a strong rough draft BEFORE lab and brought it with you:
  - First part of your in-class quiz grade
  - Make sure to have it submitted into eCampus. Bringing a hard copy as well is a good idea
- You will get feedback on this draft during class and you will work on making this draft better during the class period
- You are expected to be familiar with the rubric. If you haven’t really read it, you should do so now. You’ll be using it a lot today
What is the Editor/Author Assignment?

- This is a chance for you to:
  - Get feedback on your lab reports to improve your grade.
  - Help your classmates earn better grades.
  - See examples of other lab reports and styles.
  - Double check data.
  - Double check formatting.
Why do we do it?

- We want you to get good grades.
- Excellent editing is a valuable life skill.
- Learning to be an excellent editor helps you edit your own papers and become a better writer.
- This gives you an opportunity to get an outside opinion to make sure you’ve met all the expectations, the report is written clearly, and your data is correct.
- Learning to accept feedback and using it wisely is an important skill.
How do we do it?

- We will assign you into Editor/Author pairs at the beginning of class.
- Get your partner a copy of your rough draft:
  - Any method (e-mailing, USB drive swapping, or printing out a copy) is fine.
- Get an electronic copy of the Editor/Author Rubric found at:
- Will discuss how to fill it out next…
How to fill out the rubric

- Read the entire paper
- Begin working through the rubric to decide the score each item deserves (out of 5 or 10 depending on the item)
- You MUST make comments anywhere that you do not give your partner full credit.
  - Remember, you don’t have to only give the author negative comments…
  - Tell them what they did well on AND how they can improve their paper.
  - Think about the kind of comments you would find helpful if you were in their shoes!
  - Make sure to give at least 3 useful comments
Rest of the class

- Discuss the assessment you gave on your rubric (scores and comments with your paper)
  - Give them a copy (email, printout etc.)
- Take turns being author and editor
- Use the rest of the class to fix your papers
- Finished another draft? Give it to your partner and have them review it again
- At the end of class submit your finished rubric on eCampus (for your in-class quiz grade) AND get your partner a final copy.
- Use this time wisely. TA’s are here to help
Technical Notes

- The way the Rubric is set up, it won’t let you purely “save” the pdf file. Use the following trick to get around that:
  - When you’re finished filling out the rubric, click the print icon at the top of the page.
  - Instead of physically printing the paper at a local printer, select to create a PDF.
    - The details of what the PDF printer selection is called will differ between computers, some use CutePDF, others will just directly say “Print to PDF”.
    - If you have questions, ask a neighbor or a TA.
  - When you “print” this way, it will save the file as a PDF. Make sure you label the file name uniquely so that your author knows what the file is and who it came from.
Pay Attention!

Don’t get too much help.

- You are allowed to work in pairs as you collect data, and help assist in analyzing the data.
- However, the work submitted must be YOUR OWN.
  - Use your own data, text, graphs, figures, tables, and conclusions.
- You are not to borrow text from the lab manual.
- PLAGIARISM WILL NOT BE TOLERATED IN THIS COURSE!