

Revision Has a Record

Trace how shared writing changes with feedback and evidence.

CCSS.ELA-Literacy.WHST.11-12.6 "Use technology, including the Internet, to produce, publish, and update individual or shared writing products in response to ongoing feedback, including new arguments or information."

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB Underline every revision to the guide. Circle the feedback or new information that caused each revision, then number the revisions in the order they happened.

Updating a Community Guide

- ① At Roosevelt High, the student news team prepared a web guide to the city's new electric bus routes. Maya created a shared document and gave editors comment permission. Her first draft said that Route 14 would run every 20 minutes after school. In comments, a student who rides the bus asked which stops were accessible for wheelchair users. The faculty adviser also noted that the schedule link came from a social media post, not the transit agency. Instead of treating the draft as finished, the team listed each comment in a revision table with columns for source, change, and status.
- ② During research, Maya opened the transit agency's route map and downloaded its accessibility notice. These sources showed that Route 14 operated every 30 minutes, not every 20, and that only the Maple Street and Library stops had level boarding. She replaced the unsupported claim, added the two accessible stops, and linked both official sources. She replied to the rider's comment, explaining the change. The team kept the original wording in version history, so readers and editors could see why the published guide had changed. This record also helped the next editor check the information later.
- ③ Two weeks after publication, the transit agency announced a temporary construction detour. Route 14 would skip the Library stop from September 9 through September 20, while a nearby stop on Oak Avenue remained open. Maya added an update at the top of the guide with the announcement date and a link to the agency alert. Before publishing, she asked the team to review the wording on a video call. One editor suggested naming the open Oak Avenue stop, so Maya added it. The group then published the revision and added a dated note describing what changed and why.

2 ANSWER WITH EVIDENCE _____ Use the passage

1 What did Maya do in the shared document to collect feedback, and what three headings did the team use to track it?

2 Which sources did Maya use to replace the social media claim? Give two facts that changed the guide.

3 How did Maya show the student rider that the feedback led to an update?

4 After the construction announcement, what did the team add to make the update useful and traceable for readers?

3 YOUR TURN _____ Your own words

A class group has published a shared online guide to volunteering at a food pantry. A volunteer says the Saturday hours are wrong, and the pantry's official website now lists 9:00 a.m. to 1:00 p.m. instead of 10:00 a.m. to 2:00 p.m. Write a 70 to 90 word update for the guide that corrects the information, identifies the source and feedback, and explains a digital step you will take before publishing.

PART 1 • READ AND MARK

Underline every revision to the guide. Circle the feedback or new information that caused each revision, then number the revisions in the order they happened. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	What did Maya do in the shared document to collect feedback, and what three headings did the team use to track it?	She gave editors comment permission. The revision table used source, change, and status.
2	Which sources did Maya use to replace the social media claim? Give two facts that changed the guide.	She used the transit agency's route map and accessibility notice. Route 14 ran every 30 minutes, and only Maple Street and Library had level boarding.
3	How did Maya show the student rider that the feedback led to an update?	She replaced the unsupported schedule claim, added the accessible stops, and replied to the rider's comment explaining the change.
4	After the construction announcement, what did the team add to make the update useful and traceable for readers?	They added an update with the announcement date and agency link, named the open Oak Avenue stop, and added a dated note explaining the change.

PART 3 • YOUR TURN (SAMPLE ANSWER)

Update, September 6: The food pantry's Saturday volunteer shift runs from 9:00 a.m. to 1:00 p.m., not 10:00 a.m. to 2:00 p.m. I confirmed the new hours on the pantry's official website and replaced the old time in the shared guide. Thank you to the volunteer who flagged the error. I will tag the group in the document for a final check, then publish this correction and save a revision note with the website link.

Accept equivalent descriptions of the source, feedback, revision, and publishing process when they match the passage. For the open task, require an accurate correction, a named official source, a response to feedback, and a specific digital review or publishing action.