

Make It Clear

Check evidence, edit sentences and revise with feedback.

9.W.3 "Usage and Mechanics Revise writing for clarity of content, accuracy, and adequate elaboration. Use peer- and self-evaluation to edit writing for clarity and quality of information..."

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB This school case is invented for editing practice. The draft intentionally contains errors. Use the case notes to check accuracy; do not invent extra observations.

Before the Committee Decides

Draft with intentional errors

Our school need a bottle-filling station by the gym. On Tuesday, everyone waited ten minutes for water, this proves the station will solve the problem. The hallway fountains are crowded. It will be cheap and students will like it. The committee should buy one immediately because it is a good idea.

Case notes: invented data

- Tuesday, 12:10–12:20: a student observer counted 18 different students using the two hallway fountains. The observer did not time individual waits.
- Six of those students carried empty reusable bottles. The facilities manager has not checked a location near the gym.
- No purchase price, installation estimate or student survey is available. The committee meets next month.

Revision checklist

Accuracy: match claims to the notes and distinguish plans from results. Clarity: identify the requested action and explain why evidence matters. Elaboration: name a concern and a practical next step. Conventions: check agreement, complete sentences and punctuation between independent clauses.

2 ANSWER WITH EVIDENCE Use the passage

1 Edit the first sentence for subject-verb agreement. Explain your change.

2 Rewrite the second sentence to correct both its evidence claim and its comma splice.

3 What information is missing from the draft's claim that the station will be cheap? Suggest a responsible next step.

3 YOUR TURN Your own words

Revise the supplied draft using the case notes. Work with a classmate for peer feedback, then apply the checklist and feedback to your final paragraph.

1. Working revision

Write a paragraph with accurate evidence, a clear recommendation and an explained next step. Fix agreement and sentence punctuation.

2. Self-review

Name one strength in your paragraph and one specific change it still needs. Use the checklist.

3. Peer review

Exchange sheets. Reviewer: give your name, identify one strength and suggest one specific improvement. Return the sheet.

4. Final revision

Rewrite your paragraph after reviewing both sets of notes. Underline one change you made in response to feedback.

PART 1 • READ AND MARK

This school case is invented for editing practice. The draft intentionally contains errors. Use the case notes to check accuracy; do not invent extra observations. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	Edit the first sentence for subject-verb agreement. Explain your change.	Our school needs a bottle-filling station by the gym. The singular subject school takes needs.
2	Rewrite the second sentence to correct both its evidence claim and its comma splice.	During a ten-minute observation on Tuesday, 18 students used the hallway fountains. Their individual waiting times were not measured.
3	What information is missing from the draft's claim that the station will be cheap? Suggest a responsible next step.	There are no purchase or installation estimates. Ask the facilities manager to check possible locations and obtain cost estimates before recommending a purchase.

PART 3 · YOUR TURN (SAMPLE ANSWER)

Working revision

Our school should investigate a bottle-filling station near the gym. During ten minutes on Tuesday, 18 students used the hallway fountains, and six carried empty reusable bottles. This observation suggests a reason to study demand, but it does not measure waiting times. The committee should ask the facilities manager for location and cost information before purchasing a station.

Self-review

Strength: I report the observation without claiming a ten-minute wait. Improvement: I should explain why six empty bottles matter.

Peer review: Alex

Strength: The purchase is conditional on more information. Improvement: Name when the committee could review the findings.

Final revision

Our school should investigate a bottle-filling station near the gym. During ten minutes on Tuesday, 18 students used the hallway fountains, and six carried empty reusable bottles. Those bottles suggest possible demand for refills, although this observation does not establish individual waiting times. Before purchasing a station, the committee should ask the facilities manager to check a location and estimate costs. Members could review those findings at next month's meeting.

Feedback changes to underline: the explanation of possible demand and the sentence proposing review at next month's meeting.

TEACHER ASSESSMENT NOTES

Require actual revision, a self-review, a named classmate's review and an applied change. Do not accept invented waits, costs, preferences or proven benefits as case facts. Other correct sentence boundaries and recommendations are valid. Peer feedback must address the learner's paragraph; the named reviewer in the key is an illustrative example. No word quota; use the separate workspaces. The deliberate errors belong only to the identified draft.