

Guide to Revision
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Questions you should ask yourself about your paper every time you work on a revision.

1. **What is your topic?** – Do you have only one subject for the paper? Do you stay focused on that one subject?
2. **What supporting information do you have?** – Do you have enough to convince or persuade your reader of the points you want to make? What else could you add? Where might you search for more?
3. **Who is your intended audience?** – How will this audience react to your paper? Why? Do you always keep your audience in mind? Does every example, idea, supporting point, or word help persuade your audience to listen to you? Will you grab your audience? Is there anything your readers might not understand? What needs to be changed for the sake of your audience?
4. **What is your paper's purpose?** – Does everything in your paper work toward that purpose? Do you ever get distracted from it? What could you change so your effect might be even better?
5. **What voice or writing personality are you using to talk to your audience?** Do you keep the same voice all through the writing? If you change, do you have a good reason for changing?
6. **What organization do you use?** – What made you arrange your points the way you did? Is the order the best it can be? What other arrangement might you try?
7. **What is your thesis?** – Is it an inference, an opinion? Does it predict the main points and structure or summarize the paper? How might you reword the thesis? Did you put it in the best spot so it has an impact on your reader? Where else might you put the thesis?
8. **Do your topic sentences clearly explain the paragraphs?** – How might you experiment with the topic sentences? By rewording? Adding more information? Placing details in other spots?
9. **What technique do you use to begin the paper?** – Would you read a paper that begins this way? What other techniques might you try? How could you improve your beginning?
10. **What technique do you use to end the paper?** – Does your conclusion tell the reader that the paper is finished? What other techniques might you use in the conclusion? Will the reader see the significance of the paper?
11. **Does everything tie together smoothly?** – How could you make the paper read so the reader never bumps against a sentence or an idea? How can you help the reader transition between ideas and paragraphs?
12. **What “Weasel Words” can you get rid of?** Do a find/search on your paper and look for the following words: about, actually, almost, almost like, already, appears, approximately, basically, close to, even, eventually, exactly, finally, here, just, just then, kind of, nearly, now, practically, really, seems, simply, somehow, somewhat, somewhat like, sort of, stuff, suddenly, then, there, thing, truly, utterly. How many can you change and make more specific?
13. **Do you like your paper?** – Will your readers? What could you change so you'd like your own paper even more?