



Our Technical Editing Notebook

- 1.** Weekly exercises due on Wednesdays
- 2.** Turn in paper copy each week of
 - a. “Practice”: Completed exercises
 - b. “Application:” Excerpt of your writing (1-2 pages) where you have applied this editing technique/principle on your own writing.
Not always done with every exercise.
- 3.** Self-check your own exercises from in-class review. Edit *by hand* in your own writing.
- 4.** Returned weekly editing packets kept in your Notebook
- 5.** Graded on a four point scale
 - 4 = GOOD WORK WITH GOOD EFFORT; FOLLOWS DIRECTIONS**
 - 3 = SATISFACTORY WORK BUT WITH APPARENT LESS EFFORT OR LACK OF FOLLOWING DIRECTIONS**
 - 2 = UNSATISFACTORY WORK, CLEAR LACK OF EFFORT OF OFF TOPIC/INSTRUCTIONS**
 - 1 = VERY UNSATISFACTORY IN TERMS OF EFFORT OR FOLLOWING DIRECTIONS**

(Worth 10% of your grade. Also, editing exercises may comprise editing exercises other than those from our textbook.)