1. Outline briefly below the event(s) the writer is relating in the paper.

2. Does the writer pitch you immediately into the event(s)? □ yes □ no If not, suggest a way to him/her to open the narrative more quickly.

3. Since a narrative is essentially the arrangement of events in time, keeping your tenses consistent—a good idea in any paper—is crucial here. Underline all the verbs in the draft; does the writer keep her/his tense(s) consistent throughout? □ yes □ no If not, bracket those that depart from the tense with which the writer begins. [Hint: casting the whole thing in present tense lends immediacy to it; you might try it in your revision of this rough draft.]

4. Now check the paragraphing: the writer should have provided a paragraph break at every natural jump in the chain of events—when someone walks out of one room and into another, for instance—or at any arbitrary point in that chain, just for the eye-relief of the reader, if no natural jump occurs. Does the writer do that? □ yes □ no

5. Last, check for comma splices since you’ve just learned what they are and how to fix them. Circle any comma you see connecting two sentences without a conjunction and write CS above it. It’s really the writer’s responsibility to correct it (and good practice).