

2019-20 Policing Revision Guide



EDITING SHORTCUTS

- ✓ **D** means development. You should explain how/why your claims are true.
- ✓ **ELEVATE** means you should elevate your diction.
- ✓ **EV** means EVIDENCE needed for this claim.
- ✓ **P/V** means passive voice.
- ✓ **CS** means comma splice. Fix these!

REVISING VERSUS EDITING

- ✓ The second draft of your paper should be a revision, not just an edit. Editing the paper merely means correcting issues of proofing and small mistakes that crept into the rough draft. A revision entails occasionally scrapping or rewriting a whole paragraph, restructuring the piece or sentences, even entertaining the idea that you need to develop a brand-new argument. A revised paper will reflect new thought, new consideration, and new structure.
- ✓ My big suggestions for revision are often written in the margins of the paper and describe sentences or paragraphs as a whole. These are the most important changes to make in your paper. DO NOT IGNORE!
- ✓ Do not wait until the last minute to read my comments. Clear up any confusion in the days before you sit down to write the next draft.

BIG ISSUES

- ✓ **Make sure that your topic sentences have three components: transition language, an argument, and a clear link to the thesis/prompt.**
- ✓ **Use in-text citation.** Every piece of information that comes from an outside source, whether quoted or paraphrased, must have an in-text citation.
- ✓ **Be careful about describing those who are non-white.** While “people of color” is fine, “colored people” is a dated reference that you should **most definitely avoid.**
- ✓ **Elevate your language.** Move past basic vocabulary to specific, complex, and interesting language, both in terms of vocabulary and sentence structure. The best way to get in the habit of writing with precise, powerful diction is to write with precise, powerful diction.
 - ✓ For instance, no references to “LEOs,” cops, or “POCs” in the paper.
 - ✓ Limit the use of contractions.
 - ✓ Eliminate colloquial (conversational) language.
- ✓ **Don’t rely too heavily on quoted material.** The essay should be, at most, 10% quoted material, meaning you should blend in more successful paraphrases and **your own analysis** of the argument.
- ✓ **End your paragraphs with a strong close.** Far too many paragraphs ended on a weak note or a piece of evidence. Always end with your analysis, closing off the argument and letting the reader know why it matters.
- ✓ **Provide a Call to Action and Bookend to your introduction in the conclusion.** Don’t summarize the paper; I just read it! Instead, remind the read of the story you opened with and provide a persuasive action we should take as a society.
- ✓ **Look harder for author names.** You have a lot of sources that are titles of articles, but more investigation will uncover a person. I promise. 😊

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CHECKLIST FOR REVISION

- ___ You must include this with a printed copy of the revision (**changes bolded**) to the first draft.
- ___ **All of the changes from the first draft** must be done this time. No simply changing a few elements of grammar for points this time. Make the big structural changes I suggest and rewrite the paragraphs I tell you need to be redone.
- ___ **All of the items** from the “Big Issues” section of this revision guide should be resolved.
- ___ **NO use of the word “you”** anywhere without deliberate purpose. Hint: most of the time you are not using it with deliberate purpose.
- ___ **NO COMMA SPLICES** or **SENTENCE FRAGMENTS**. We really need to excise those from our writing.
- ___ **A STAMPy Intro and Bookended Conclusion**. Start the essay with powerful, specific language and images, not “In the book...” And return to that image in the conclusion to tie the essay together.
- ___ **Don’t just check off the items on this checklist at the last minute**. Make it a part of the process of revision to ensure that you gain the most possible from this essay.