

ENV 4417: WATER QUALITY & TREATMENT
Department of Civil & Environmental Engineering
University of South Florida

Semester Project
Stage 6

Prof J A Cunningham
Fall 2015

The next stage of the group project is to prepare a *peer review* of another group's rough draft.

- The peer review is the only part of the semester project that you will complete individually. Each person will get an individual grade on the assignment rather than a group grade.
- The peer review will count for 10% of your project grade. You will be graded on how well you complete the assignment (as described below).
- Due date: Thursday, November 12, at the beginning of class.
- Please bring two hard copies of your review – one for the instructor to grade, and one which will be returned to the group whose paper you read.
- Your review should take the form of a written critique, which you type up (e.g., in Microsoft Word, or other word processor of your choice). Your written critique should consist of the following five sections:
 1. Indicate your name and the names of the group whose paper you reviewed.
 2. Provide a brief (say, one paragraph) summary of your general opinion of the effectiveness of the paper. Were there things about it that you liked? Did it meet its intended goal? Was there something in it (either good or bad) that particularly stands out to you?
 3. Provide a numerical score (between 0 and 5, in increments of 0.5 – for example, 2.5, 3.0, 4.5) for each of the 8 writing characteristics. Refer to the ENV 4417 writing rubric (posted on Canvas) to help you provide the score for each characteristic. One good way to provide your scores is in a simple table, but that is not required if you have a different format you prefer.
 4. For the particular characteristics that you scored the lowest (say, the 2 or 3 characteristics that you think are most in need of improvement), provide specific examples from the text that indicate why you gave the score you did. Make it clear why you thought those characteristics were in need of improvement.
 5. Offer suggestions – as specific as you can be – as to how the group could improve on the characteristics that you identified as most in need of improvement.

I think it will probably take you about 2 pages to include the five sections, but there is no set length requirement – use as much or as little space as you require to do the job properly.

- In addition to your written critique, you can choose to mark up the rough draft that you are reading. This is optional; you can earn full credit without providing the marked-up copy. If

you choose to mark up the rough draft, I recommend using a colored pen (not black) so that your comments are easily visible. Also, write your name (legibly) on the marked-up copy, so the group can ask you follow-up questions if they don't understand your comments. You can return the marked-up draft directly to the group whom you are reviewing; I do not need to see it. (I will assign your grade based on your written critique, not based on the mark-up. In fact, I will not even look at your mark-up, so there is no need to make a copy for me.)

- Please try to be *helpful and constructive* in your comments. Your goal is to help the other group improve their final product. It is not constructive to say “this paper is a mess.” It is constructive to say “The organization of this paper needs improvement, and I think it could best be improved by...[give suggestions, as specific as possible].” You should give your honest assessment of the work you are reading, but while being honest you should still provide your criticism in a constructive manner.
- If you think the paper needs a lot of improvement, you will help your classmates by saying so. The final paper is worth 40% of the project grade, and the instructor is not known as an easy grader. If you give your classmates high marks to be “nice”, but then their final paper earns a low score, then you have not actually been nice to them. See also the bullet point immediately above; you want to be constructive, but honest.
- If this part of the project goes well (i.e., if each student completes the assignment), then each group will receive 3 or 4 constructive reviews of their rough draft, which will help all of you produce excellent final reports.

If you have questions, please ask.