

## How Do I Respond to Someone Else's Writing?

When you respond to someone's writing, you need to offer the writer suggestions that might help them to improve their work. They may not take your ideas on board, but this is more useful than simply saying, "I like/don't like what you have written."

The following suggestions, proposed by Dr. Allan Glatthorn, are to help you become a more effective responder.

<p><b>1.</b></p> <p><b>Read the first one or two paragraphs and stop. Then respond to what you have read so far.</b></p> <p><b>Use statements like:</b></p> <ul style="list-style-type: none"><li>● So far, I think you have said . . .</li><li>● I think that in your opening paragraphs you sound . . .</li><li>● I think I'm with you (or against you) so far . .</li><li>● At this point I hope you are going to . . .</li></ul>	<p><b>2.</b></p> <p><b>Then read the rest of the first half of the writing. Respond to what you are feeling and thinking by this point.</b></p> <p><b>Use statements like:</b></p> <ul style="list-style-type: none"><li>● By this point I'm feeling . . .</li><li>● I especially like this passage . . .</li><li>● I'd like to hear more about this point . . .</li><li>● I'm unclear about this matter . . .</li><li>● I found myself agreeing with you (or disagreeing with you) at this point . . .</li></ul>
<p><b>3.</b></p> <p><b>Now read the rest of the writing. Then respond to what you are feeling thinking now that you have finished reading.</b></p> <p><b>Use statements like these:</b></p> <ul style="list-style-type: none"><li>● I'm generally feeling that . . .</li><li>● The strongest feeling I'm left with is . . .</li><li>● On second thought I now believe that . . .</li><li>● I found your ending . . .</li><li>● I feel at the end of the piece that you are . . .</li></ul>	<p><b>4.</b></p> <p><b>Now go back and read the entire piece once more without stopping. Then respond to the effect the whole piece of writing has had on you.</b></p> <p><b>Use statements like these:</b></p> <ul style="list-style-type: none"><li>● I think your general point is . . .</li><li>● I'm still feeling confused about . . .</li><li>● This point didn't quite come through to me</li><li>● When I think back to your writing, you sound like . . .</li><li>● The main feeling I am left with is . . .</li><li>● Your writing has inspired me to . . .</li></ul>