RESPONSE PARAGRAPH: STUDENTS’ GUIDE AND SELF-ASSESSMENT QUESTIONNAIRE

1. I wrote the response paragraph...
   - Where?
   - How long did it take me?

2. The teacher’s instructions...
   - Were useful
   - Were too complicated
   - I did not understand them

3. Did I plan my response paragraph?
   - Yes/No
   - If I did, how long did it take me?
   - How did I do it? (outline, conceptual map, brainstorming, etc.)
   - Did I make sure that the contents of my plan were relevant to the topic?
   - Was the plan useful towards defining the thesis of my response paragraph?

4. Did I write a draft?
   - Yes/No
• If so, (a) I followed closely what I had planned / (b) I basically followed my plan but also introduced some changes / (c) My plan was not very helpful, so I ignored it (choose one)

• Did I make sure my paragraph had a clearly structured argumentative thread?

• Did I use connectors to link the different parts of my argument and make the paragraph cohesive?

5. When writing my final version...

• (a) I followed my draft closely / (b) I basically followed my draft but also introduced some changes / (c) My draft was not very helpful, so I produced a second draft / (d) My draft was not very helpful, so I ignored it and wrote my final version from scratch (choose one)

6. Once I had finished writing my final version...

• Did I make sure that my paragraph conformed to the required length?

• Did I check for any spelling, lexical and/or morphosyntactical mistakes?

• Did I make sure that my style conformed to the required academic standard?

• If I cited secondary sources, did I make sure I always acknowledged them properly?

• Did I make sure I did not commit plagiarism? (Plagiarism involves reproducing another author’s ideas or words without making the necessary acknowledgment and is absolutely unacceptable in academic work. This includes materials found on the internet.)

7. Final questions

• What I found most difficult was...

• What I found the easiest was...
• I think I would have written a better paragraph if ...

• If I were to write this paragraph again, would I follow the same procedure?