

## **Frequently Asked Questions: Understanding my Grade/Evaluation; Where to Get Further Help**

### EVALUATIONS

**Q:** Who is reading /grading my paper?

**A:** The same person who reads and comments on your paper grades your paper. The person reading your paper is one of a team of English Department faculty members. He or she has extensive experience with undergraduate writing and a special interest in the kinds of writing projects that take place within various University programs.

**Q:** Is the reader of my paper being very “picky” about all kinds of writing matters because he’s a college English teacher?

**A:** Yes and no. As English/composition instructors we have the expertise to recognize and make note of major and minor writing issues in your papers. We are also very much aware of the standards for academic and professional writing in our and other universities and in your and other professional fields. We are using this expertise and knowledge to help you achieve these standards of clarity, impact, and excellence.

**Q:** What do the categories on the Evaluation Sheets mean?

**A: Excellent:** Your paper shows few, if any, problems with this element.

**Good:** Problems with this element do appear occasionally and from-time-to-time affect the communication of your ideas. When revising, pay attention to these elements or they will continue to impede best communication.

**Be Very Careful:** Problems with this element greatly affect your success in communicating research, findings and ideas. For revision, take a very thorough look at every occurrence (or lack thereof) of this element. You’ll need to revise extensively.

**Q:** Do the checkmarked categories on the evaluation sheets have some “numerical” correlation to my grade?

**A:** While there is no strict formula of numerical correspondence between the evaluation checkmarks and your grade, each means of assessment reflects the other. Comments on your paper correspond with the evaluative checks; evaluative checks (and the comments they pertain to) correspond to your grade. A number of checks in the “Be Very Careful” category will be consistent with a low grade; a paper with a high grade will have many checks in the “Excellent”category.

## Additional Writing Help

Q: Where can I go for more information about writing matters and/or more help with my papers?

A. Check the “**Guidelines for Improving Research Writing**” on your Research Project Web Site

**A: Visit the Writing Center!** Through one-on-one consultations, the University of Pittsburgh Writing Center can help you with any aspect of your writing for this conference and for any writing project throughout your academic career. While Writing Center consultants cannot write, proofread and edit your paper for you, we can work with you on strategies for recognizing and implementing what is required for the revision of your research papers. The Writing Center offers one-half hour consultations on weekdays at three different sites:

- Main Writing Center site:

- M-2 Thaw Hall (Right next to Old Engineering Hall; just a block away from the School of Engineering!) Monday–Thursday, 9:00 a.m. to 6:00 p.m.; Friday 9:00 a.m.–3:00 p.m.. This site offers 30 minute consultations by appointment. You may schedule up to two half-hour appointments per week . Call 624-6556 for an appointment.

- Writing Center “Drop-in”—no appointment needed--sites:

Tower A, 12<sup>th</sup> floor Lounge; Monday and Wednesday, 6:00–9:00 pm; 30 minute consultations available on a “drop-in” basis—no appointment necessary; open to any student at the University, but bring your Pitt I.D. to get into the Tower. Hillman Library, Ground Floor (Encyclopedia Alcove), Tuesdays from 1:00-4:00 and Wednesdays from 9:00-11:30 & 1:30-4:30.

A. A particularly useful Web Site comes from the Online Writing Lab at Purdue University: <http://owl.english.purdue.edu/handouts/grammar/index.html>). This site provides easily downloaded information on many writing matters.