

QUESTIONS FOR PROVIDING FEEDBACK ON ACADEMIC TEXTS

CRITERIA-BASED FEEDBACK

- What are the requirements for the text according to the academic regulations of the course? Does the text fulfill these requirements fully or partially?
- How does the text meet the requirements set by the course instructor or supervisor?
- Does the text have a logical structure?
- Does the text contain sound argumentation – are all claims well supported?
- Are any quotations correct and relevant?
- Does referencing follow approved academic standards, and are sources referenced sufficiently?
- Are the author's conclusions made clear?
- Does the author take potential objections to the conclusion into account?
- Is the text precisely and clearly written?
- Are academic terms and theoretical concepts used unambiguously, no more than is necessary?
- Is there an overall assignment question, and is this sufficiently clear?
- Does the discussion and analysis give the impression of being well thought through and considered?
- Are guides provided for the reader in the form of headings, boxed texts, etc.?

READER-BASED FEEDBACK

- How would I retell the text?
- What are my first impressions of the text?
- Are there parts of the text I prefer? Why do I prefer these parts?
- Are there sections where I get stuck or am unable to understand? Am I able to say what causes this?
- Is the style and tone of the text consistent throughout?
- What effect does the writing style have on my perception of the text?
- Does the structure of the various sections improve the reading experience?
- What is the target audience of the text? Does it address me or a reader with a different type of reader?
- How does the use of examples or cases affect my perception of the content?
- How does the use of illustrations affect the reading experience?
- How does the graphical design of the text affect my perception of it?

REMEMBER TO:

- Give positive feedback first
- Relate feedback to specific parts of the text
- Avoid apologising for your feedback
- Give feedback in the form of a report, not as a presentation for discussion.