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### **Revision Accountability Worksheet**

For phases 1-3, list **two or three revision recommendations** you received (either from me, your professor, on Blackboard, or from a peer during peer review).

Then, write a sentence or two for each revision in which you think through how you will make the change. For example, if you were asked to elaborate on an idea in one of your essays, use this space to work out how you might expand or change what you have written.

Take as much space as you need to gather your thoughts.

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#### **Edits/Revisions Recommended:**

##### **Phase 1: Cover Letter/Personal Statement and Resume**

1. Paragraph 3 didn't describe what SOLIDWORKS is.
2. Try to find the name of the specific audience.
- 3.

##### **Phase 2: Technical Description**

1. You need to focus on an audience and using the word "you" is unclear on who this is for and how they would use it.
2. Given that your topic is about telescopes you can try either talking about one specific kind or multiple kinds and compare between them.
- 3.

### **Phase 3: Project Proposal**

1. Describe some security measures for the point system that you will be implementing, so that it won't be taken advantage of.
2. Implement in-text citations within your literature review as well as the corresponding references.
- 3.

### **How will you implement these changes?:**

#### **Phase 1: Cover Letter/Personal Statement and Resume**

1. Given that the idea of SOLIDWORKS caused confusion in my cover letter I decided to expand it and explain the purpose of SOLIDWORKS function, at least within a minimum of 1 to 2 sentences, so that the audience will at least not be confused.
2. In the beginning, I didn't have a specific name of the manager of the internship that I was writing to. So I didn't a little research into the manager of NJ Transit responsible for the internship program and I found the name Thomas N. Walker.
- 3.

#### **Phase 2: Technical Description**

1. At the time, I was doing a rough draft of the technical description, so I didn't write with the intention of an audience in mind, but having realized my mistake I dove back into my write and revised with an intended audience in mind. Given that it was about the telescope the first thing that comes to mind of who uses it are astronomers. So astronomers and scientists who study astrology became my intended audience.
2. When the professor gave me two options, I decided to go for the second because I was captivated by one of the sample technical descriptions about mouse keys that describe multiple kinds of mouse keys and their history. I wanted my technical description to be something similar to it, which is partially the reason why I go for it.

Another reason why I chose it, is because I thought it would give me more room to explore, for my research.

3.

### **Phase 3: Project Proposal**

1. After the peer review, I decided to take their advice and implement a security measure within our point system, by charging an additional fee to the public bike if the user did not return the bike within a certain set time.
2. At the time, I was doing a rough draft of the literature review, so I didn't pay much attention to citations, but even without the reminder, I would have still done it as the last step. Thanks to the APA citation explanation website I know how to write an APA citation as both in-text and parenthetical.

3.

### **Overall Reflection Questions**

1. Do you notice any patterns in the feedback you received on your writing this semester? Can you identify any skills that you would like to improve upon moving forward?

A pattern that I noticed from the feedback that I received on my writing this semester is that most of which,  $\frac{2}{3}$ , have problems with the intended audience, either I didn't identify it or it was unclear. Moving on, one skill that I would like to improve upon moving forward is how to express my writing to a particular audience.

2. Glow & Grow:

- a. **Glow:** Think of at least one thing you've done well this semester. It may be related to your writing, but you can also discuss something else related to class or group collaboration.

One thing I've done well this semester is being able to present my technical description in a gallery walk. At first, I was a bit nervous and my voice came out very fast and incoherent, but after a few times of speaking out loud, I became more fluent and confident with myself.

- b. **Grow:** Where do you have room to improve still? What kinds of skills do you want to keep developing? What would you like to have done differently this semester?

One thing that I want to improve on is how to express my writing to a particular audience and effectively do research into a specific topic, as well as working as a team.