How to Create a Revision Plan to Manage Feedback

Overview

Strong writers seek, and use, feedback. How do you make sure you address each piece of feedback? How do you meet your deadlines? As a student writer, you can create a revision plan to manage feedback and stay organized.

Revision Plan Example

It's easy to make a revision plan. Create a table with four columns, like so. Next, create a row for each piece of feedback. Finally, assign yourself due dates, track your progress, and reward yourself as you complete revisions.

<table>
<thead>
<tr>
<th>Feedback</th>
<th>My Thoughts</th>
<th>My Plan</th>
<th>Due Date/Status</th>
</tr>
</thead>
</table>
| Overall: Your paper lacks structure. Make sure you have just one idea per paragraph. | I see where this perspective is coming from. I need to review my draft and figure out what ideas are in it. | 1. Reread paper and write down each main point.  
2. Use the list of main points to create an outline.  
3. Rewrite the paper so it fits the outline. | 1. Today/Done!  
2. Thursday/started  
3. Friday/not started |
| Sentence 2: This sentence is a fragment.                                  | What is a fragment?                                                        | Google fragments and figure out how to fix.                              | Done! Revision complete. |