

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.

Feedback	My Thoughts	My Plan	Due Date/Status
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.	<ol style="list-style-type: none">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.	<ol style="list-style-type: none">1. Today/ Done!2. Thursday /started3. 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.