

**Bill Wolff**  
**Writing, Research, and Technology**  
**Peer Response #2: Sante and Bolter**  
**Word Commenting Setup**

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Directions: Read the essay fully through one time and then complete the following using Microsoft Commenting. When you are complete, save the commented file as “wrt-s07-authorslastname-essay2-rd-yourinitials.doc” and then place a copy of the file in the “essay-2-rd-commented” folder in the openarea. For information on how to set up your computer for Word Commenting see the pages 3 and 4.

- 1) In the introduction, complete the following or **state in a comment if any of the following are missing**; they are all essential parts of a complete introduction:
  - highlight all information relating to the frame authors in **green**;
  - highlight all information relating to the case authors in **purple**;
  - if any of the authors, their texts, and a brief one sentence summary (at least) of their ideas are missing, please state as such in a comment. *A brief, one sentence summary what the author is trying to do in their essay— using key terms— helps place your essay and the reader directly in the text.*
  - delete any sentences coming before the introduction of the texts that are not needed
- 2) Do the author’s thesis and “so what?” follow this pattern, “In this essay, I will use \_\_\_\_\_ to discuss \_\_\_\_\_. As a result, we will see that \_\_\_\_\_”? If not, rewrite either or both to fit that template.
- 3) What overall point is the author trying to make in the paper? Suggest 5 places where you think that point could be made clearer and explain why you choose those places. *Remember, merely stating that the crime scene pictures are better evidence with the text for “the following reasons” is not enough; you must make a case about, for example, text can manipulate the way people read images. When you have an idea driven paper, you make your ideas the focus; and as the paper moves along, your argument will get more complex and complicated—and that is what we want.*
- 4) In a comment after the frame paragraph (i.e., paragraph 2) explain in detail how the texts are being used as a frame, or a case. Suggest 2 passages from each text that the author could use to help further their discussion. Why are these places important?
- 5) Locate the part of the text where the author attempts to describe the photograph. Take out Sante’s book, look at the photo they describe, and suggest 5 ways that their description can be more meaningful for a reader who has not seen it. If they do not have a description, suggest in a comment the place where it should appear.
- 6) Does the writer attempt to elaborate and come to a conclusion about the nature of evidence and what can be considered evidence? How is the writer attempting to use the abstract definitions of evidence to help him/her show what is and what is not reliable evidence?

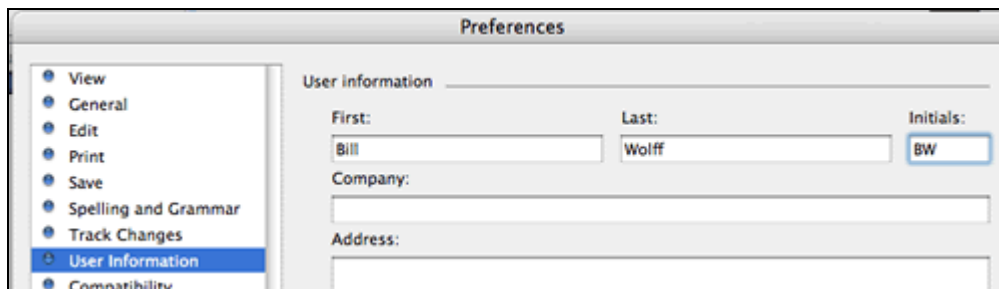
- 7) We will be discussing quotation use in class, so we will not be commenting on them in this peer response.
- 8) Add a comment to all sections where you see UNNECESSARY summary of the text, that is, where the summary of the text is not being used to support or further an analysis. In your comment write, "Summary," and suggest ways to integrate the other author.
- 9) Add a comment to ALL places in the text where you are unclear about something (i.e. unexplained terms, gaps in logic, inability to follow the train of thought, etc.). *Remember, the writer should be writing for a reader who has not read the texts, so everything needs to follow smoothly.*
- 10) Write 5 or so sentences of general comments about how the paper can be improved. Do not write that the paper is great; make specific suggestions.

## Word Commenting on the PC and Mac

Microsoft Word Commenting allows a reader to make comments on any Word file. We will be using this feature for all peer responses for the remainder of the semester. It takes a few steps to set up, and then it is quite easy to use. Setting it up is different on a PC and a Mac, so please follow the instructions based on the type of computer you are using.

### Setting up Word Commenting on a Mac

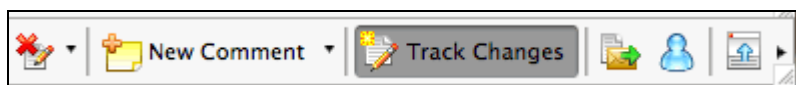
1. Set up your identity on your computer.  
With Microsoft Word open, click on Word → Preferences → User Information. Enter ONLY your First Name, Last Name, and Initials. Then click Okay.



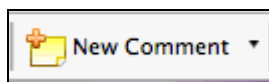
2. Showing the Reviewing Toolbar and Tracking Changes  
Click on View → Toolbars → Reviewing. A toolbar with the one below will appear (the way it looks depends on your version of Word).



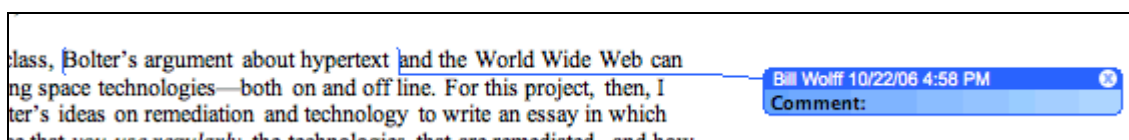
Click on the Track Changes icon to turn on Track Changes.



3. Adding a Comment  
To add a Comment, highlight the piece of text you want to comment on and then click the Add Comment icon.

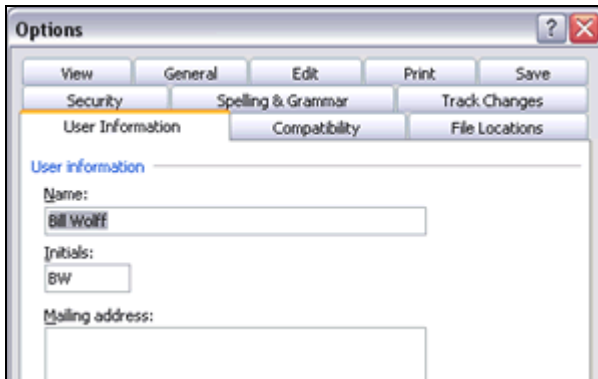


A Comment Bubble will appear. Type in your comment.



## Setting up Word Commenting on PC

1. Set up your identity on your computer.  
With Microsoft Word open in Print Layout mode (View → Print Layout), click on Tools → Options, and then click on the User Information tab. Enter ONLY your First Name, Last Name, and Initials. Then click Okay.



2. Showing the Reviewing Toolbar and Tracking Changes  
Click on View → Toolbars → Reviewing. A toolbar with the one below will appear (the way it looks depends on your version of Word).



Click on the Track Changes icon to turn on Track Changes.



3. Adding a Comment  
To add a Comment, highlight the piece of text you want to comment on and then click the Add Comment icon.



A Comment Bubble will appear. Type in your comment.

