

Your name: _____

Draft editing

Read the following editing checklist. Then read and edit the paper you have been given. After you do that, answer the content questions that follow.

Editing checklist:

- Abstract
 - Is the abstract citation-free?
 - Is the abstract written in the third person?
 - Does the title convey what is novel about the work?
- Main body
 - Is the writing in the third person?
 - Are scientifically useless words such as “very” avoided?
 - Are vague words such as “easy” replaced with more descriptive words?
 - Are there no misspellings?
 - Do most paragraphs start off making a point that is supported by several sentences in that paragraph?
 - Do the points made by each paragraph flow logically from idea to idea?
 - Are subject/verb agreement problems that distract the reader avoided unless it is simply not possible to edit them away?
 - Is punctuation inside of “quotes?”
 - Are the authors avoiding the use of “we believe” and other statements that are opinions and better left out?
 - Are citations in the right place in a sentence/paragraph?
 - Are the authors being precise when they can be? (e.g., using “87%” instead of “large” or “many” or “most” where possible)
 - Are long, confusing sentences broken up into shorter sentences?
 - When acronyms are used, are they defined once and then not again?
 - Are well-established scientific abbreviations consistently used properly?
 - When acronyms are defined, are they used enough to justify defining them?
 - Is the text free of awkward sentences that require rereading to parse and understand?
 - Are active verbs used as much as possible?
 - Does it feel like several people other than the team have proofread this document?
- Figures and/or tables
 - Is the take-away message of the figure clearly explained in the figure caption?
 - Is the text readable without a magnifying glass?
 - Will the figure still be understandable when printed in grayscale?
 - Is there anything that looks sloppy about the image or alignment?
 - Are the captions in the SIGCHI format?
 - Do all graphs have units?

- Do screenshots of interfaces have a single pixel border around them?
- Is every type of notation used in a figure explained (e.g., what dotted lines mean, for example)?
- References
 - Are the references using the [number] format?
 - Do all journal articles have title, author, journal, volume, and start/end pages?
 - Do all websites have the URL and an accessed on date?
 - Is the way that each type of reference is listed consistent for all that type of reference? (i.e., the same type of information, same capitalization strategy for titles)
 - Do the references list all authors (i.e., not use et al.)?
 - Are book titles capitalized?
 - Are reports or more credible sources listed instead of websites whenever possible?
 - Does the entire set of references look perfectly clean and exude attention to detail?

Content questions:

Can you think of any way to improve the title of the paper?

Does the abstract, clearly state why this work is novel and how it will advance the field? Why or why not?

Does the paper address how the technology will be incorporated into the societal systems in which it will be used? What else related to system integration should the authors be considering that they are not?

Is this a “disruptive” technology, based on TIP’s definition? Why or why not?

Are there points made in the paper that do not help support the central arguments that could be removed? (If so, what?)

Are there any stakeholders who are not discussed in the paper?

Do you feel the details of the technology – the secret sauce that will make it really stand out – are well justified given the readings and class discussion? Why or why not?

What do you think the secret sauce is? What's going to get readers excited that this will succeed, where other ideas have failed?

If you did not know the authors, from reading this document, how would you characterize their attention to detail? Why?