

## Peer Conference Form

Author's Name \_\_\_\_\_ Date \_\_\_\_\_

Peer Responder \_\_\_\_\_ Type of Piece \_\_\_\_\_

### **STEP 1**

**Author.** Before you ask for a conference, your job is to think about what you want help with: ideas, language, images, organization, coherence, a part of the piece, the overall idea? Tell the responder here what you want him/her to respond to:

### **STEP 2**

**Responder.** When you agree to conference with a writer, your job is to help the writer think and make decisions about the writing:

- Ask what he or she needs help with.
- Listen as the writer reads, try to understand the writing, then tell what you heard.
- If there are parts that confuse you, you don't understand, or you'd like to know more about, ask the writer about them.
- Write down your thoughts and questions during and after reading:

### **STEP 3**

**Author.** Write down what you plan to do next: