

How to Address

Higher Order Concerns and Lower Order Concerns



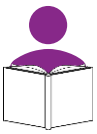
Higher Order Concerns

1st

Always address these first



Walk away from the document for a while to gain a fresh perspective



Read through the document with these concerns in mind



Use heuristics to review document



Consider feedback from other readers



Make sure it follows the assignment

Lower Order Concerns

2nd

Address these after higher order concerns are resolved



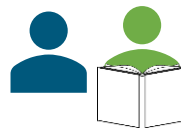
Use a printed copy for a detailed review



Read the document aloud



Spell / grammar check



Have someone else read



Focus on only 1-3 things at a time; don't try to tackle all changes in one session