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**Step 3: Have a writing conference**

**Meet with other members of your classroom to get feedback**

Congratulations in finishing your first draft! This is a big step in creating a piece of writing. Once your first draft is complete, you should wait at least a day to clear your mind of what you have written; this way when you go back to look at your first draft you will view it with fresh eyes. You will also want to share your writing with others to hear their feedback about what you have written. This is known as a writing conference.

When you are ready to have a writing conference, check with your teacher to see who you should include in your conference and when and where it should take place. During the conference, you will read your first draft to a small group of classmates so that they can receive your writing. Then your classmates will respond with questions and ideas that may help you to improve your writing.

In conducting your writing conference, remember

- You are looking for feedback from classmates – be sure to accept all of their questions and ideas in a friendly, open way
- Your classmates should offer their feedback to you using positive, helpful questions ideas
- Negative criticism and put-downs are not welcome in a writing conference
- The best feedback classmates can offer are questions about your topic. These questions will help you think more about your topic so that you can further develop it in your second draft. Be sure to make note of the feedback you receive
- Once your classmates had finished offering you all the feedback they have on your first draft, the conference is complete

You don't have to use all the feedback you have received. You will want to look it over and decide which questions and suggestions you can use to improve your writing. You are then ready to write your second draft.

To write your second draft, open your first draft from your writing folder and go to FILE and SAVE AS to re-save it as "draft2." Once you have re-saved it you can begin adding in new ideas you received from your writing conference. Remember to save your second draft when you are finished!

- Mallory