



DIGITAL COMMUNITY OF AUTHORS
&
STUDENT PUBLISHING COMPANY

Step 4: Ask Mallory

Email your second draft to Mallory for her feedback

Now that you have completed your second draft, it is time to receive feedback from your editor in residence.

As editor in residence, I will offer a fresh look at your writing and offer additional ideas for developing your third draft.

To email your work to me, be sure to

- Save your work in Word (.doc) or Rich Text (.rtf) format
- If you have trouble sending your writing as an attachment, you may copy and paste your second draft into the body of the email as plain text
- Talk to your teacher about what email account will be used
- Email your second draft to walter@surfaquarium.com and be sure to include your name and grade level in the subject line of the email
- My dad will screen all email and forward second drafts to me to review
- Check back every so often so that you will know when I have emailed you my feedback on your writing

As our Digital Community of Authors gets busy writing, revising and publishing, it may take me a little longer to read and respond to each second draft I receive. Please allow me anywhere from two days to two weeks to do a good job reviewing your work and emailing it back to you.

Once you receive my feedback, please review it and decide which suggestions you will want to use in writing the third draft of your writing. You may then begin writing your third draft!

To write your third draft, open your second draft from your writing folder and go to FILE and SAVE AS to re-save it as "draft3." Once you have re-saved it you can begin adding in new ideas you received from me. Remember to save your third draft when you are finished!

- Mallory