Peer Review

Please review a classmates electronic resume. Any errors or areas of concern should be highlighted in WORD in yellow AND addressed below. When you are finished with the review you must “save as” to the flash drive as students last name peer review. ex – brittpeerreview.

Please see suggested info for certs and addresses.

NO abbreviations.

|  |  |
| --- | --- |
| ITEM to Review | \*\*\*put detailed suggestions below ☺ \*\*\* |
| SPELLING |  |
| GRAMMAR |  |
| PUNCTUATION |  |
| PROPER USE OF WORDS  EX.(THEIR, THEY’RE) |  |
| ABBREVIATIONS |  |
| USE OF SLANG |  |
| ENOUGH/  CORRECT  INFO FOR SCHOOLING |  |
| ENOUGH /CORRECT  INFO FOR WORK |  |
| ENOUGH /CORRECT INFO FOR CERTS AND AWARDS |  |
| Adequate Objective? |  |

Student signature after completing corrections:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_