

INSTRUCTION

Before starting your collaborative writing, you need to consult the peer feedback process in [this folder](#).

To start writing:

- Click "Create a page" on the top right corner of the page.
- Name the page with your name (either first name or full name. This doesn't matter as long as other members know that page is yours).
- Click "Create page" to go to the writing space where you can type your paragraph (where the cursor blinks)
- When you finish writing, click "Save".
- Remember: You can write and rewrite your paragraph as many times as you can by clicking the "edit" button above your page name.

To give comments and feedbacks:

- Please consult [this sheet](#). You can give feedbacks based on this guide.
- Click on "Pages and Files" on the top right corner of the page.
- Select your group members' page by clicking the names.
- At the bottom of the page, you'll see "Add a comment" space where you can leave your comments on the paragraph.
- You can also click "Edit" and use some of the Microsoft Word functions (eg, Bold, Underline, Color, etc.) to help improve the paragraph.
- Click "Save" when you finish.
- Remember: You can give comments and feedback on the paragraph as many times as you can.

Note:

- One member one page.
- Each group leader has to create another page at the end to complete the whole essay.
- You can always ask your teacher everything that you are confused by putting a comment on this page.
- You can download this [INSTRUCTION](#) for your convenience.
- Your PBWiki Web address is 06spa02**.pbwiki.com (with ** is your group number. For example, type: 06spa0201.pbwiki.com if you are in group 01).