

Guidelines for California Writers Club, High Desert Branch (CWC/HD)

Critique Groups

1. Critique groups are for members of the CWC/HD only.
2. The goal of critiquing is to improve writing abilities.
3. The recommended membership in a group is not to exceed eight members.
4. Each group will decide when, where and how often to meet. The meeting place may rotate if the members agree
5. Before committing to join a critique group, members are advised to attend and observe at least one.
6. If the group agrees, at least one week before the critique meeting, each member is to e-mail their submission to the other members for review
7. The work submitted should be 2500 words in length or less.
8. Members will read, analyze, and come prepared.
9. Feedback will be given to others in writing, either directly on the manuscript or, typed or hand-written on separate paper.
10. Criticisms should be constructive and diplomatic.
11. A member will be chosen to lead the session
12. When a manuscript is being critiqued, the author is expected to listen, not interrupt or be defensive. In general, the author should not respond until the critique is finished or unless he/she is asked a direct question. Members should keep in mind that critiques are suggestions for improving a writer's work from the viewpoint of the reader.
13. Suggestions should be considered, but do not have to be implemented.
14. When giving a critique, if possible, begin and end with positive comments, with constructive criticism in the middle. Be as specific as possible, keeping comments directed at the work itself.
15. When reviewing someone's work, do not try to rewrite that work as you would have written it.
16. If the subject or genre is not your favorite, remember each writer deserves your attention to the best of your ability.
17. Strive to give each member equal time.

18. If you miss a critique, e-mail your comments to the other members ASAP.
19. If a group finds a member is absent a lot or is not doing the required work, members are within their rights to point this out.
20. If a member drops out of a group for a time, that member is not guaranteed a spot in his or her original group upon return.
21. If all members in a group are in agreement, they can elect not to email their submissions, but instead, bring written copies for each member of the group. The written submissions will be passed out to each member and read aloud one at a time. This will be followed by having the other members give a verbal and written critique.