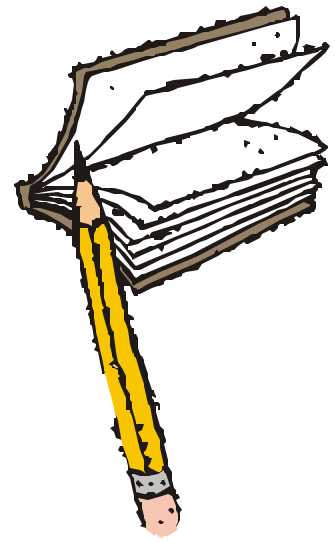


Editing Checklist

Use this checklist as a guide when you edit your writing. Also use it when you are ready to proofread your final draft.



Sentence Structure

- ' Did I write clear and complete sentences?
- ' Did I write sentences of different lengths?
- ' Did I begin my sentences in different ways?

Word Choice

- ' Did I use powerful verbs, specific nouns, and colourful modifiers?
- ' Did I use the correct word (*to, too, two; your or you're, etc.*)?

Punctuation

- ' Does each sentence end with an end punctuation mark?
- ' Did I use commas in a series (*pencils, papers, and notebooks*)?
- ' Did I place commas before connecting words (*and, but, or*) in compound sentences?
- ' Did I punctuate dialogue correctly?

Capitalization

- ' Did I start all my sentences with a capital letter?
- ' Did I capitalize nouns that name specific people, places, and things?

Spelling

- ' Did I reread and check for spelling? Did I use the spell checker on my computer?