

Research and Content Area Writing Revision/Editing Checklist

Name _____ Date _____

Title _____

Reread your writing carefully.

Put a check in each box under **Author** as you complete each item.

Once all the boxes are checked, give this checklist to the teacher for the final edit.

Revise and edit for the following:	Author	Teacher
<p>1. Clarity and meaning. Ask yourself, "Will this make sense to a stranger?" "Does each category have a main idea and details?" Rewrite parts that need revision.</p>		
<p>2. Effective use of words and phrases. Ask yourself, "Did I use sensory details to make my writing interesting?" "Did I use special vocabulary words?" "Did I use linking words and phrases?" Rewrite parts that need revision.</p>		
<p>3. Sentences, paragraphs, and text features. "Did I use partner sentences?" "Did I indent each paragraph?" "Are my headings, map, and fact boxes clear and interesting?"</p>		
<p>4. Grammar. "Are my subjects and verbs written correctly?" "Are my pronouns written correctly?" Make corrections if necessary.</p>		
<p>5. Capitalization and punctuation. Use capitals at the beginning of each sentence, for every proper noun, and for headings and subheadings. Use periods, exclamation points, and question marks. Make corrections if necessary.</p>		
<p>6. Spelling. Check a chart or Word Wall for high-frequency words. Use patterns and generalizations to spell unfamiliar words. Use a resource to locate the spelling of unfamiliar words. Make corrections if necessary.</p>		

