

## My Editing Checklist

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

Editor: \_\_\_\_\_

Topic: \_\_\_\_\_

- \_\_\_\_\_ Every sentence begins with a capital letter.
- \_\_\_\_\_ Student has used capital letters at the beginning of each sentence, proper nouns and title.
- \_\_\_\_\_ At the end of every sentence, there is a period, question mark or exclamation point.
- \_\_\_\_\_ Each paragraph is indented.
- \_\_\_\_\_ Each paragraph focus on one topic or idea.
- \_\_\_\_\_ Each paragraph has a beginning sentence, sentences with supporting details and examples.
- \_\_\_\_\_ Words are spell correctly
- \_\_\_\_\_ Paragraphs are used in the correct order (introduction, middle and end)
- \_\_\_\_\_ The writing is clear, focus and easy to understand.
- \_\_\_\_\_ Student has used transitional words.
- \_\_\_\_\_ Main idea is clear.

Comments:

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