

# EDITING CHECKLIST (TEXT)

CHECK FOR...	CHAPTER/ PAGE NO.	WORDS / PHRASES THAT I FREQUENTLY REPEAT:
<input type="checkbox"/> unnecessary repetition of words or phrases		<input type="checkbox"/> _____
<input type="checkbox"/> misspelt words or phrases		<input type="checkbox"/> _____
<input type="checkbox"/> repetitive sentence length		<input type="checkbox"/> _____
<input type="checkbox"/> repetitive sentence structure		<input type="checkbox"/> _____
<input type="checkbox"/> unclear sentences / passages		<input type="checkbox"/> _____
<input type="checkbox"/> inconsistencies in tense		<input type="checkbox"/> _____
<input type="checkbox"/> ambiguous pronouns		<input type="checkbox"/> _____
<input type="checkbox"/> inconsistencies in use of names and titles		<input type="checkbox"/> _____
<input type="checkbox"/> ambiguous dialogue tags		<input type="checkbox"/> _____
<input type="checkbox"/> inconsistencies in formatting dialogue		<input type="checkbox"/> _____
<input type="checkbox"/> inconsistencies in formatting thoughts		<input type="checkbox"/> _____
<input type="checkbox"/> inconsistencies in capitalisation		
<input type="checkbox"/> missing sections		WORDS / PHRASES THAT I FREQUENTLY MISSPELL:
<input type="checkbox"/> inconsistencies in voice and tone		<input type="checkbox"/> _____
<input type="checkbox"/> inconsistencies in settings		<input type="checkbox"/> _____
<input type="checkbox"/> inconsistencies in point of view		<input type="checkbox"/> _____
<input type="checkbox"/> awkward sentences		<input type="checkbox"/> _____
<input type="checkbox"/> misused words		<input type="checkbox"/> _____
<input type="checkbox"/>		<input type="checkbox"/> _____
<input type="checkbox"/>		<input type="checkbox"/> _____
<input type="checkbox"/>		<input type="checkbox"/> _____
<input type="checkbox"/>		<input type="checkbox"/> _____
<input type="checkbox"/>		<input type="checkbox"/> _____