EDITING CHECKLIST

AUTHOR: ___________________________ DATE: ___________________________

I have reviewed this work to check for:

SPELLING
- ☐ I used to correct spelling include: ___________________________
- ☐ I checked to be sure there was a vowel in every syllable
- ☐ I used the sight word, antonym, synonym and homophone word lists to check my spelling
- ☐ Resources I used to correct spelling include: ___________________________

CAPITALIZATION
- ☐ Beginning of all sentences.
- ☐ Names and proper nouns.
- ☐ Titles
- ☐ A word all in caps for emphasis – example “HELP”.

PUNCTUATION
- ☐ End of all sentences
- ☐ Apostrophe for possessives – (example Anna’s Bike)
- ☐ Compound sentence joined by a linking word and/or a comma if necessary
- ☐ Exclamation point for interjection
- ☐ Items in a series are separated by commas
- ☐ Use quotation marks for dialogue

SENTENCES
- ☐ Who/what did something? What did they do?
- ☐ This piece of writing does not have any fragments/incomplete sentences
- ☐ This piece does not have any run-on sentences. The word and is used with caution.

SOME INTERESTING SENTENCES
The most interesting sentence in this piece is ___________________________

I think this sentence is strong because ___________________________