

Student Writer's Notebook

Editing Checklist

- Important words of title are capitalized.
- Paragraphs are indented and margins are correct.
- Punctuation is correct.
- Each sentence is a complete thought.
- Mixed sentences in a paragraph begin with a different word.
- Colorful speech (similes, idioms, metaphors, synecdoche, personification) is used.
- Relative pronouns (who, whom, whose, which, that) are used correctly.
- Transition words (although, because, since, when, while, therefore) are used.
- Overuse of words such as then, so, but, or, and as well as are avoided.
- Dead words are avoided.
- Unnecessary words are omitted.
- Spelling is correct.
- Writing is legible.