

## Peer Editing Checklist

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

Ask a **classmate** to read through what you have written  
 Editors should check off the box next to each question, and write a brief comment that will help improve the work.

	Yes	No	Comments
Are the <b>title</b> main words <b>capitalized</b> ?			
Does the <b>title fit</b> the piece?			
Are <b>paragraphs used</b> to organize information?			
Is the <b>introduction</b> effective?			
Is the <b>main idea</b> clear, with a <b>sense of purpose</b> ?			
Is information placed in <b>logical order</b> ?			
Is there enough <b>supporting evidence</b> ?			
Does the writer <b>stay on topic</b> ?			
Is the writing <b>interesting</b> ?			
Is the <b>word choice</b> appropriate?			
Does each <b>sentence begin</b> with a <b>capital letter</b> ?			
Does each <b>sentence end</b> with a proper <b>punctuation</b> ?			
Is each <b>sentence a complete thought</b> ?			
Are there any <b>spelling errors</b> ( <i>underline please</i> )?			
Are there other words that should be <b>capitalized</b> ?			
Are <b>plurals</b> and <b>possessives</b> correct?			
Are <b>quotation marks</b> used correctly?			
Is the <b>conclusion</b> effective and relevant?			
Is <b>written text</b> well <b>organized</b> on paper?			
Piece of writing is the required length.			
Piece of writing has a title.			
<b>Best parts of this piece of writing:</b>			
<b>Areas needing more work:</b>			

\* Write on the back if you need more room for "best parts" and "areas that need work".