

Name \_\_\_\_\_

Date \_\_\_\_\_

## My Editing Checklist

**Directions:** Answer each of the following questions by putting a check [✓] in the "YES", "NO" or "Corrected" boxes.

| Questions  | YES | NO | Corrected |
|--|-----|----|-----------|
| 1. Did I re-read my writing to check for mistakes?                                       |     |    |           |
| 2. Did I start each sentence with a capital letter?                                      |     |    |           |
| 3. Did I end each sentence with a period, an exclamation point, or a question mark?      |     |    |           |
| 4. Did I space my words and write neatly?  |     |    |           |
| 5. Did I indent at the beginning of each paragraph?                                      |     |    |           |
| 6. Did I circle any words that I think are misspelled?                                   |     |    |           |
| 7. Did I use a Dictionary or ask for help spelling words?                                |     |    |           |
| 8. Did I use adjectives in every paragraph to add details to my writing?                 |     |    |           |
| 9. Did I use "WHO", "WHAT", "WHEN", "WHERE", "WHY" and "HOW"?                            |     |    |           |
| 10. Did I ask someone else to read my writing to check for mistakes I might have missed? |     |    |           |