

Revising/Editing Checklist (I Ordered Vegetable Soup & Fruit Cake)

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Revising:

Ideas

- I started my paper by identifying the mode, audience, and purpose.
- I have a clear topic and message.
- I stayed focused on my topic and message.
- I included specific ideas and elaborate supporting details.
- I deleted what didn't work or didn't belong.
- My ending makes a lasting impression.

Organization

- My paper has a clear and strong beginning, middle, and end.
- I began with a hook.
- My ideas and/or events follow a logical sequence.
- I used helpful and interesting transitions.
- I indented my paragraphs.

Voice

- My voice fits my purpose/audience and reflects my personality.
- My paper demonstrates interest in -- and knowledge of -- my topic.
- My paper clearly establishes my point of view on the subject.

Style

- I used a variety of yummy rhetorical devices (MR. HOT AND SPICY).
- I added colorful words and replaced weak or bland ones.

Fluency

- I used a variety of sentence kinds, types, and styles.
- I varied my sentences' lengths and beginnings.
- I made skillful use of transitions.
- I fixed all sentence problems (fragments, run-ons, and rambling sentences).
- I read my paper aloud to make sure my sentences flowed smoothly.

Editing:

Conventions

- I corrected all capitalization, punctuation, grammar, and spelling mistakes.
- My final copy is clean, neat, and legible.