

Writing

When you think you are done...

Use a checklist or other craft tool in the writing center to help you with revisions.

Edit in SMALL CHUNKS using COPS - Be sure to focus on only one at a time!

___ **Capitalization** - Reread each sentence aloud SLOWLY.

- ___ capitals at the beginning of each sentence
- ___ capitalize names of people and places

___ **Omissions** - Read each word aloud SLOWLY. Add in any missing words or endings.

___ **Punctuation** - Read aloud again. Make sure you do not have too many actions in one sentence!

- ___ end punctuation
- ___ quotation marks around dialogue
- ___ commas (dialogue, FANBOYS, AAAWWUBBIS)

___ **Spelling** - Reread one more time and circle any words that don't look right.

- ___ Common words **MUST** be spelled correctly using a resource in the writing center.
- ___ Try to respell words off to the side - in the margins
- ___ If the spelling still doesn't look right, use the dictionary or ask a friend.

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