

Editing Checklist

Use this checklist to review and revise your writing:

Does each sentence begin with a capital letter?

Do names of people and places begin with a capital letter?

Does each sentence end with a period, a question mark, or an exclamation point?

Did I use apostrophes to show possession (*Ana's desk*) and in contractions (*isn't*)?

Did I choose the correct word (*to, too, two*)?

Did I check for spelling errors?

Did I place commas where they are needed?

Are my sentences clear and complete?