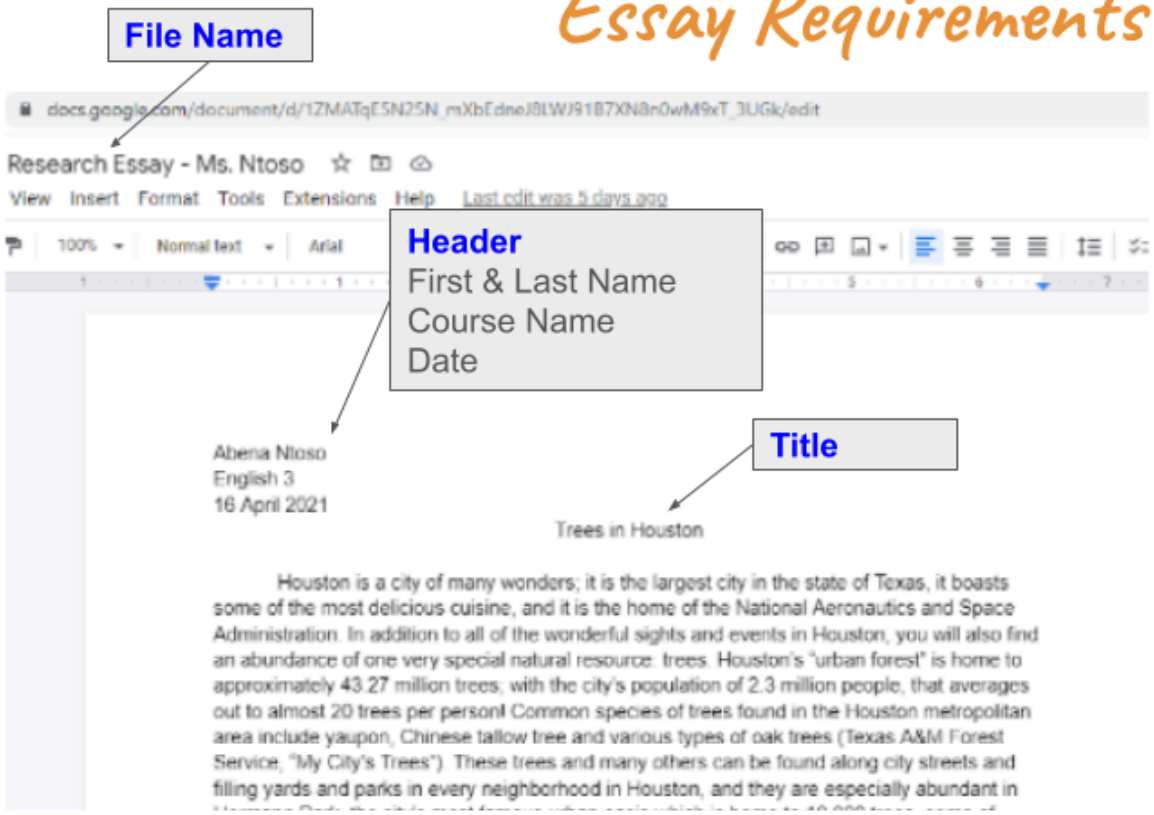
Checklist to Revise, Edit & Type Your Essay

Complete the Essay Revision Practice on NoRedInk. Then use the following checklist to help you type, revise, and edit your essay. **Your essay is not finished until you have completed all of these steps!**

- ☐ **Thesis statement**: Do the main points you mention in your thesis statement match the claim / main idea in each paragraph? Are you delivering on your promise to the reader?
- ☐ **Claim / Main idea**: Does each paragraph have a sentence that states your claim or main point? There should be one main idea in each paragraph, supported by a few supporting ideas. The main idea should correlate back to your thesis.
- ☐ **Text evidence**: Does your text evidence provide support for the claim you make in that paragraph?
- ☐ **Commentary**: Does your commentary adequately explain what the quote (text evidence) is saying and how it supports your claim? Are you explaining your reasoning in detail?
- ☐ **My comments**: be sure to address the questions and issues in my comments in order to make sure your writing is coherent.
- ☐ **Signal phrases**: use appropriate signal phrase verbs to introduce text evidence. Be sure to also cite your source of information by stating the title and author.
- ☐ **Details**: be sure to explain your reasoning in detail and use specific examples to illustrate your ideas
- ☐ **Word choice**: use accurate and specific words. Use a thesaurus to improve word choice. Replace vague (*things, stuff, etc*) or redundant words with more specific options.
- ☐ **Transitions words & phrases**: use appropriate transition words and phrases
- ☐ **Sentence structure**: Sentences should be clear and direct. Can they be understood on the first reading? Are the sentences varied in length and structure? Could any sentences be improved by combining or restructuring them?
- ☐ **Proofread** and **correct errors** in capitalization, punctuation, spelling, and grammar.
- ☐ **Works Cited**: if your essay requires a bibliography or works cited section, be sure that you copy and paste the works cited at the end of your essay.
- ☐ **Formatting**: use the image on the next page to help you format your essay correctly.

Essay Requirements



Be sure to **move your essay** into your **Writing Portfolio** folder in your Google Drive

File Name should be:

Persuasive Essay - Your Name

Use the **Tab** key to indent at the start of each new paragraph