

THE GIVER Response Editing Checklist

- ___ Strong topic sentence/opening
- ___ Book title, whenever used, is underlined or in italics
- ___ First line of each paragraph is indented
- ___ Each sentence is complete and makes sense (read out loud to hear)
- ___ Each sentence begins with a capital
- ___ Each proper noun is capitalized
- ___ Every sentence ends with a period (or end punctuation mark)
- ___ Punctuation is used: commas, quote marks, apostrophes, colon/semicolons
- ___ Direct quotes, if used, are “introduced” (The text says... **OR** On page XX, the text...)
- ___ Direct quotes, if used, are introduced w/pg. number or followed by it (pg. XX)
- ___ Conclusion begins with closing transition and wraps up response

Does anything NOT make sense?

Is there anything to add?

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