

# EDITING CHECKSHEET

To be paper clipped to the top of your writing submitted for teacher editing.

Name \_\_\_\_\_

Title of piece \_\_\_\_\_

Date of piece \_\_\_\_\_

CONVENTION	EDITED (✓)	TEACHER'S COMMENTS
Obvious stuff - punctuation, capitalization, etc.		
Circle and look up any word I'm not 100% certain of.		
Capitalize the first, last, and any important words in title		

From your  
Proofreading  
List  
in your  
Writing  
folder