

My Final Editing Checklist

Name: _____ Date: _____

	My Check	My Buddy's Check
1. I read my writing out loud.	<input type="checkbox"/>	<input type="checkbox"/>
2. My writing is easy to read.	<input type="checkbox"/>	<input type="checkbox"/>
3. I have a period, question mark, or exclamation mark at the end of each sentence.	<input type="checkbox"/>	<input type="checkbox"/>
4. I have a capital letter for:		
- the beginning of each sentence,	<input type="checkbox"/>	<input type="checkbox"/>
- each person's name,	<input type="checkbox"/>	<input type="checkbox"/>
- place names,	<input type="checkbox"/>	<input type="checkbox"/>
- months and days,	<input type="checkbox"/>	<input type="checkbox"/>
- titles and headings.	<input type="checkbox"/>	<input type="checkbox"/>
5. I have put a line under spellings I need to check.	<input type="checkbox"/>	<input type="checkbox"/>
6. I have checked those spellings and fixed them.	<input type="checkbox"/>	<input type="checkbox"/>
7. I put in quotation marks to show someone was talking.	<input type="checkbox"/>	<input type="checkbox"/>
8. I used apostrophes in contractions.	<input type="checkbox"/>	<input type="checkbox"/>
9. I used commas if I wrote a list or an address.	<input type="checkbox"/>	<input type="checkbox"/>
10. I used 's to show something belongs to someone.	<input type="checkbox"/>	<input type="checkbox"/>
11. I used abbreviations to shorten words.	<input type="checkbox"/>	<input type="checkbox"/>
 I read my writing to my buddy. My buddy has checked each point.		
 My buddy is _____.		