

Author Name: _____ Date: _____

Peer's Name: _____ Date: _____

Editing Checklist for Self- and Peer Editing

Directions: Edit your written work using the Self-Edit columns, fixing any errors you notice. Then, have a peer complete the Peer Edit columns while you observe.

	Self-Edit		Peer Edit	
	Checklist Items	After completing each step, place a check here.	Checklist Items	After completing each step, place a check here.
Punctuation	I read my written piece aloud to see where to stop or pause for periods, question marks, exclamation marks, and commas.		I read the author's piece aloud to see where to stop or pause for periods, question marks, exclamation marks, and commas.	
Capital Letters	Quotation marks are included where needed.		Quotation marks are included where needed.	
	I checked for capitals at the beginning of sentences.		I checked for capitals at the beginning of sentences.	
Grammar	Proper nouns begin with capital letters.		Proper nouns begin with capital letters.	
	My sentences are complete thoughts and contain a noun and a verb.		Sentences are complete thoughts and contain a noun and a verb.	
Spelling	I don't have any run-on sentences.		There are no run-on sentences.	
	I checked spelling and fixed the words that didn't look right.		Spelling is correct.	

Peer Editing Checklist

Use the following checklist to help you evaluate your partner's writing. Remember to offer 2 constructive suggestions and point out 2 parts you especially like.

Your Name _____ Your Partner's Name _____

1. Can you identify the main idea or thesis in this essay? Yes/No
2. If so, write the thesis here _____
3. Does the thesis contain the author's topic and their opinion or stand on this subject? Yes/No
4. Does this essay have an introduction? Yes/No
5. Does the introduction give an outline of what the author is going to talk about? Yes/No
6. Is the writing clear and understandable? Yes/No
7. Are there parts of the essay that are unclear? If so, underline them and put a question mark next to the passage.
8. Does the essay have a clearly organized middle section, with ideas separated into paragraphs? Yes/No
9. Does each paragraph begin with a topic sentence? Yes/No
10. Does each paragraph end with a transition sentence, smoothly connecting the ideas of the previous paragraph to the next? Yes/No
11. Does the essay contain persuasive language and strong vocabulary? Yes/No
12. If the essay contains little persuasive language, circle 10 nouns, verbs, or adjectives that you think could be changed for stronger words.
13. Does the essay contain facts to support the claims made? Yes/No
14. Does the essay have a concluding paragraph? Yes/No
15. Does the conclusion restate the main points of the essay in a new way and give a sense of completion to the essay? Yes/No