Biography Revising Checklist

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| Name: |  | Date: |  |

Use the following checklist as a guide when you revise your biography. Add, cut, rewrite, and rearrange information until all of the traits are working effectively.

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|  | Does the opening part of my biographical essay introduce the subject and capture the reader’s interest? |
|  | Do all of the details in the middle part relate to my focus? |
|  | Are all of my details specific and clear? |
|  | Do I use actual dialogue when appropriate? |
|  | Does my ending discuss the person’s importance? |