**Revising and Editing Checklist**

Use the checklist below as a guide when you revise and edit your two-part explanatory essays.

|  |  |
| --- | --- |
| **Ideas** | |
|  | Does my thesis statement establish a clear, strong comparison-contrast or cause-effect relationship? |
|  | Have I effectively supported my thesis? |
| **Organization** | |
|  | Does the beginning capture the reader’s interest? |
|  | Are the middle and ending parts effective? |
|  | Does my essay follow an appropriate organizational pattern? (See pages 181 and 185.) |
|  | Have I used appropriate transition words? (See pages 183 and 187.) |
| **Voice** | |
|  | Does my voice sound knowledgeable? |
|  | Is my voice appropriate for the audience? |
| **Word Choice** | |
|  | Do I explain difficult or specialized terms? |
| **Sentence Fluency** | |
|  | Are my sentences active and forward moving? |
|  | Have I avoided short, choppy sentences? |
| **Conventions** | |
|  | Do I use proper punctuation, capitalization, spelling, and grammar? |
|  | Have I correctly cited my sources? |

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