**Writing Opinion Essays**

**Editing** in Action

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| Student: |  | Date: |  |

**Edit with a checklist.**

Use this checklist as a guide when you check your opinion essay for errors.

**Checking Grammar and Usage**

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|  | Do all subjects and verbs agree? |
|  | Are words used correctly (*your/you’re, their/there/they’re, its/it’s*)? |
|  | Are sentences complete (no fragments or run-ons)? |
|  | Are *may, might, must,* and other helping verbs used correctly? |

**Checking Capitalization, Punctuation, and Spelling**

|  |  |
| --- | --- |
|  | Is the first word in each sentence capitalized? |
|  | Are the names of people, places, and things capitalized? |
|  | Do commas and quotation marks set off quotations? |
|  | Do commas set off introductory words, phrases, and clauses? |
|  | Is each word spelled correctly? |