Essay Revision Checklist



Before submitting your essay, check the following list to be sure you've considered these important points:

Purpose	Yes	No
1. Is the main idea of the essay clear to the reader?		
2. Does the essay stay focused on the main idea?		
3. Does the writer maintain an awareness of the intended audience?		
Organization		
4. Does the introductory paragraph include a thesis statement and a plan?		
5. Does each body paragraph have a topic sentence and details related to the topic sentence		
6. Does the concluding paragraph restate the thesis statement and review the ideas?		
7. Are there smooth transitions between sentences and between paragraphs?		
Development and Details		
8. Do the body paragraphs include specific details, facts, or examples that support the		
topic sentence?		
9. Does the essay support my thesis statement?		
10. Is the essay free of irrelevant details?		
Grammar, Punctuation, Mechanics		
11. Is the essay free of fragments and run-on sentences?		
12. Are there a variety of sentence structures?		
13. Is the point of view (first vs. third person, etc.) / consistent?		
14. Do all the subjects and verbs agree?		
15. Are the verbs in the correct tense?		
16. Are punctuation marks and capitalization used correctly?		
17. Are words spelled correctly?		
Word Choice		
18. Does the opening sentence grab the reader's attention?		
19. Is there excessive word repetition?		
20. Have words been used accurately?		

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