

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? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does the essay stay focused on the main idea? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the writer maintain an awareness of the intended audience? | <input type="checkbox"/> | <input type="checkbox"/> |

Organization

- | | | |
|--|--------------------------|--------------------------|
| 4. Does the introductory paragraph include a thesis statement and a plan? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Does each body paragraph have a topic sentence and details related to the topic sentence? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Does the concluding paragraph restate the thesis statement and review the ideas? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are there smooth transitions between sentences and between paragraphs? | <input type="checkbox"/> | <input type="checkbox"/> |

Development and Details

- | | | |
|---|--------------------------|--------------------------|
| 8. Do the body paragraphs include specific details, facts, or examples that support the topic sentence? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Does the essay support my thesis statement? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Is the essay free of irrelevant details? | <input type="checkbox"/> | <input type="checkbox"/> |

Grammar, Punctuation, Mechanics

- | | | |
|---|--------------------------|--------------------------|
| 11. Is the essay free of fragments and run-on sentences? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Are there a variety of sentence structures? | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Is the point of view (first vs. third person, etc.) / consistent? | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Do all the subjects and verbs agree? | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Are the verbs in the correct tense? | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Are punctuation marks and capitalization used correctly? | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Are words spelled correctly? | <input type="checkbox"/> | <input type="checkbox"/> |

Word Choice

- | | | |
|--|--------------------------|--------------------------|
| 18. Does the opening sentence grab the reader's attention? | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Is there excessive word repetition? | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Have words been used accurately? | <input type="checkbox"/> | <input type="checkbox"/> |