1. Prewriting

Have I used complete sentences?
Are my spelling, capitalization, and punctuation correct?
Have I marked corrections that I need?
Has someone checked my work?

2. Drafting

Have I read what I have written?
Are my details clear?
Should I add or take out parts?
Have I used the best ideas and words?
Is my writing in a sensible order?
What suggestions have others made?

3. Revising

Are my thoughts organized?
Which ideas do I want to develop?
In what order do I want to say them?
Who can read this and offer suggestions?

4. Editing

What do I want to say?
How do I want to say it?
Who will read my writing?
What else do I need to know to begin?
Who can I talk to about my ideas?

5. Publishing

Do I have a correct and neat copy?
Should I illustrate it and display it?
Should I read it out loud?
Can I place it in a classroom library?
Will I act it out?

LIVEWORKSHEETS