

“Character Sketch of Charlie” Editing Checklist

Format for Final Draft:

- ☐ Do I have a title and is it centered on my page?
- ☐ Is there extra space between the title and the paragraph?
- ☐ Is the first line/sentence indented?
- ☐ Is my paragraph double-spaced?
- ☐ Is it together as one paragraph?

Development:

- ☐ Did I write my four character traits in the correct order everywhere in my paragraph?
- ☐ Did I use 2 examples to illustrate each character trait?
- ☐ Do my details flow in the correct order?
- ☐ Did I include enough **specific** details from the movie?
- ☐ Did I use **action verbs** to describe what the character **does**?

Style and Grammar:

- ☐ Are all my verbs in the Simple Present?
- ☐ Do my verbs agree with my subjects (i.e.: “s” on 3rd person singular)?
- ☐ Did I use the correct pronouns?
- ☐ Does every sentence have at least one subject and one verb?
- ☐ When I used the word “when” to begin a sentence, did I remember to follow it with another subject + verb?
- ☐ Did I use some of the new vocabulary?
- ☐ Did I try to write interesting sentences (using adjectives, adverbs, and prep. phrases)?

Mechanics:

- ☐ Do all of my sentences begin with a capital letter?
- ☐ Does each sentence end with a period?
- ☐ Is all new vocabulary (learned in class) spelled correctly?
- ☐ I have used capital letters correctly?