

Student:

Group:

✓ Your Editing Check List

Editing - check for the following:	Examples to help you:												
<p>1.</p> <ul style="list-style-type: none"> ✓ Thoughts are written in sentences using a correct subject and verb. ✓ Correct punctuation is used. 	<p>The <u>man</u> <u>wants</u> to work in the U.S.</p> <p><u>Does she</u> <u>speak</u> English with her children?</p> <p><u>They</u> <u>have</u> a new life!</p>												
<p>2.</p> <ul style="list-style-type: none"> ✓ Sentences have subject and verb "agreement." 	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; border-bottom: 1px solid black;">Singular</th> <th style="text-align: center; border-bottom: 1px solid black;">Plural</th> </tr> </thead> <tbody> <tr> <td>I speak.</td> <td>We speak.</td> </tr> <tr> <td>You speak.</td> <td>You speak.</td> </tr> <tr> <td>He speaks.</td> <td></td> </tr> <tr> <td>She speaks.</td> <td>They speak.</td> </tr> <tr> <td>It speaks.</td> <td></td> </tr> </tbody> </table>	Singular	Plural	I speak.	We speak.	You speak.	You speak.	He speaks.		She speaks.	They speak.	It speaks.	
Singular	Plural												
I speak.	We speak.												
You speak.	You speak.												
He speaks.													
She speaks.	They speak.												
It speaks.													
<p>3.</p> <ul style="list-style-type: none"> ✓ <i>To be</i> verbs are all "in agreement" with subject pronouns. 	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; border-bottom: 1px solid black;">Singular</th> <th style="text-align: center; border-bottom: 1px solid black;">Plural</th> </tr> </thead> <tbody> <tr> <td>I am.</td> <td>We are.</td> </tr> <tr> <td>You are.</td> <td>You are.</td> </tr> <tr> <td>He is.</td> <td></td> </tr> <tr> <td>She is.</td> <td>They are.</td> </tr> <tr> <td>It is.</td> <td></td> </tr> </tbody> </table>	Singular	Plural	I am .	We are .	You are .	You are .	He is .		She is .	They are .	It is .	
Singular	Plural												
I am .	We are .												
You are .	You are .												
He is .													
She is .	They are .												
It is .													

<p>4.</p> <p>✓ Every <i>_ing</i> verb has the correct form of <i>to be</i> placed before it.</p>	<table border="0"> <thead> <tr> <th style="text-align: center;"><u>Singular</u></th> <th style="text-align: center;"><u>Plural</u></th> </tr> </thead> <tbody> <tr> <td>I <i>am</i> <i>_ing</i>.</td> <td>We <i>are</i> <i>_ing</i>.</td> </tr> <tr> <td>You <i>are</i> <i>_ing</i>.</td> <td>You <i>are</i> <i>_ing</i>.</td> </tr> <tr> <td>He <i>is</i> <i>_ing</i></td> <td></td> </tr> <tr> <td>She <i>is</i> <i>_ing</i>.</td> <td>They <i>are</i> <i>_ing</i>.</td> </tr> <tr> <td>It <i>is</i> <i>_ing</i>.</td> <td></td> </tr> </tbody> </table>	<u>Singular</u>	<u>Plural</u>	I <i>am</i> <i>_ing</i> .	We <i>are</i> <i>_ing</i> .	You <i>are</i> <i>_ing</i> .	You <i>are</i> <i>_ing</i> .	He <i>is</i> <i>_ing</i>		She <i>is</i> <i>_ing</i> .	They <i>are</i> <i>_ing</i> .	It <i>is</i> <i>_ing</i> .	
<u>Singular</u>	<u>Plural</u>												
I <i>am</i> <i>_ing</i> .	We <i>are</i> <i>_ing</i> .												
You <i>are</i> <i>_ing</i> .	You <i>are</i> <i>_ing</i> .												
He <i>is</i> <i>_ing</i>													
She <i>is</i> <i>_ing</i> .	They <i>are</i> <i>_ing</i> .												
It <i>is</i> <i>_ing</i> .													
<p>5.</p> <p>✓ Every <i>do</i> helping verb is "in agreement" with the subject.</p>	<table border="0"> <thead> <tr> <th style="text-align: center;"><u>Singular</u></th> <th style="text-align: center;"><u>Plural</u></th> </tr> </thead> <tbody> <tr> <td>I do go.</td> <td>We do go.</td> </tr> <tr> <td>You do go.</td> <td>You do go.</td> </tr> <tr> <td>He does go.</td> <td></td> </tr> <tr> <td>She does go.</td> <td>They do go.</td> </tr> <tr> <td>It does go.</td> <td></td> </tr> </tbody> </table>	<u>Singular</u>	<u>Plural</u>	I do go.	We do go.	You do go.	You do go.	He does go.		She does go.	They do go.	It does go.	
<u>Singular</u>	<u>Plural</u>												
I do go.	We do go.												
You do go.	You do go.												
He does go.													
She does go.	They do go.												
It does go.													
<p>6.</p> <p>✓ The <i>not</i> of every <i>do</i> <i>not</i> helping verb is in the correct position.</p>	<table border="0"> <thead> <tr> <th style="text-align: center;"><u>Singular</u></th> <th style="text-align: center;"><u>Plural</u></th> </tr> </thead> <tbody> <tr> <td>I <i>do not</i> go.</td> <td>We <i>do not</i> go.</td> </tr> <tr> <td>You <i>do not</i> go.</td> <td>You <i>do not</i> go.</td> </tr> <tr> <td>He <i>does not</i> go.</td> <td></td> </tr> <tr> <td>She <i>does not</i> go.</td> <td></td> </tr> <tr> <td>It <i>does not</i> go.</td> <td>They <i>do not</i> go.</td> </tr> </tbody> </table>	<u>Singular</u>	<u>Plural</u>	I <i>do not</i> go.	We <i>do not</i> go.	You <i>do not</i> go.	You <i>do not</i> go.	He <i>does not</i> go.		She <i>does not</i> go.		It <i>does not</i> go.	They <i>do not</i> go.
<u>Singular</u>	<u>Plural</u>												
I <i>do not</i> go.	We <i>do not</i> go.												
You <i>do not</i> go.	You <i>do not</i> go.												
He <i>does not</i> go.													
She <i>does not</i> go.													
It <i>does not</i> go.	They <i>do not</i> go.												
<p>7.</p> <p>✓ Your <i>don't</i> and <i>doesn't</i> contractions are written correctly and are in agreement with the subject.</p>	<table border="0"> <thead> <tr> <th style="text-align: center;"><u>Singular</u></th> <th style="text-align: center;"><u>Plural</u></th> </tr> </thead> <tbody> <tr> <td><i>I don't</i> go.</td> <td><i>We don't</i> go.</td> </tr> <tr> <td><i>You don't</i> go.</td> <td><i>You don't</i> go.</td> </tr> <tr> <td><i>He doesn't</i> go.</td> <td></td> </tr> <tr> <td><i>She doesn't</i> go.</td> <td><i>They don't</i> go.</td> </tr> <tr> <td><i>It doesn't</i> go.</td> <td></td> </tr> </tbody> </table>	<u>Singular</u>	<u>Plural</u>	<i>I don't</i> go.	<i>We don't</i> go.	<i>You don't</i> go.	<i>You don't</i> go.	<i>He doesn't</i> go.		<i>She doesn't</i> go.	<i>They don't</i> go.	<i>It doesn't</i> go.	
<u>Singular</u>	<u>Plural</u>												
<i>I don't</i> go.	<i>We don't</i> go.												
<i>You don't</i> go.	<i>You don't</i> go.												
<i>He doesn't</i> go.													
<i>She doesn't</i> go.	<i>They don't</i> go.												
<i>It doesn't</i> go.													

<p>8.</p> <p>✓ When using <i>a</i> or <i>an</i> before a noun be sure to use <i>an</i> with words that start with <i>a, e, i, o, u</i>, and <u>sometimes</u> <i>h</i>.</p>	<p>an apple an egg an ice cream cone an oyster an umbrella an hour (only when the <u>h</u> is silent)</p>												
<p>9.</p> <p>✓ Add <i>s</i> to nouns that are plural (more than 1)</p>	<p>Two friends Five houses Fifty dollars</p>												
<p>10.</p> <p>✓ If a noun <u>ends</u> in <i>s, x, z, ch</i> or <i>sh</i>, add an <i>es</i> to make it plural.</p>	<p>Two classes Four boxes Five buzzes Ten churches Eleven rashes</p>												
<p>11.</p> <p>✓ Be careful! Some plural nouns are "irregular" and do not need an s or es!</p>	<p>Two <i>men</i> Five <i>women</i> Six <i>children</i> Seven <i>people</i> Twenty <i>feet</i> Eighty <i>mice</i></p>												
<p>12.</p> <p>✓ Check your possessive pronouns to be sure they are correct.</p>	<table> <thead> <tr> <th><u>Singular</u></th> <th><u>Plural</u></th> </tr> </thead> <tbody> <tr> <td>My country</td> <td>Our country</td> </tr> <tr> <td>Your country</td> <td>Your country</td> </tr> <tr> <td>His country</td> <td></td> </tr> <tr> <td>Her country</td> <td>Their country</td> </tr> <tr> <td>Its country</td> <td></td> </tr> </tbody> </table>	<u>Singular</u>	<u>Plural</u>	My country	Our country	Your country	Your country	His country		Her country	Their country	Its country	
<u>Singular</u>	<u>Plural</u>												
My country	Our country												
Your country	Your country												
His country													
Her country	Their country												
Its country													

<p>13.</p> <p>✓ Be sure all paragraphs have a clear topic sentence, <i>supporting details that stick to the topic</i>, and a conclusion sentence.</p>	<p>My paragraphs are always very well organized. <i>Each one has a clear topic sentence. I always include supporting details. My conclusions consistently reinforce the topic sentence of each paragraph.</i> In my writing, I show that I know how to construct a paragraph.</p>
<p>14.</p>	
<p>15.</p>	
<p>16.</p>	