

Revise

Think ARMS

Add

- Sentences or words

Remove

- Unneeded sentences
- Unneeded words

Move

- Sentences and words around to make more sense

Substitute

- Bland words for spicy words

Edit

Think CUPS

Capitalization:

- Names
- Titles
- ANY proper nouns

Usage:

- Match nouns and verbs

Punctuation:

- Periods
- Quotes
- Question marks
- Exclamation marks
- Commas

Spelling:

- Check all words

Editing

Checklist

Peer Editing

Checklist

Capitalization:

Did you capitalize names, titles, and other proper nouns?

YES **NO**

Usage:

Did you match nouns and verbs correctly?

YES **NO**

Punctuation:

Did you correctly use:

- Periods
- Quotes
- Question marks
- Exclamation marks
- Commas

YES **NO**

Spelling:

Did you check all words for correct spelling?

YES **NO**

Capitalization:

Did your partner capitalize names, titles, and other proper nouns?

YES **NO**

Usage:

Did your partner match nouns and verbs correctly?

YES **NO**

Punctuation:

Did your partner correctly use:

- Periods
- Quotes
- Question marks
- Exclamation marks
- Commas

YES **NO**

Spelling:

Did your partner use the correct spelling on all words?

YES **NO**