Writer’s Checklist

☐ Is the topic addressed in my writing?
☐ Have I written to the requested mode?
☐ Are my ideas expressed in complete sentences?
☐ Do I explain or support my ideas with enough detail?
☐ Are the details I included directly related to my topic?
☐ Are my ideas arranged in clear order for the reader to follow?
☐ Do my paragraphs have topic sentences when appropriate?
☐ Do I start each sentence with a capital letter and capitalize other appropriate words?
☐ Have I used correct punctuation at the end of each sentence and within each sentence?
☐ Is my spelling correct throughout my writing?