

# Polish Your Piece to Portfolio Perfection!

*All writers revise and edit to take something good and make it great.*

## Revision Checklist

### Organization

- My story has a clear conflict and a resolution to the problem.
- My story has a beginning, middle, and end that make sense together.
- Each paragraph has a clear focus.
- My words and sentences are in the right order.

### Voice

- I have at least three sensory details in my piece. Remember, the five senses are sight, taste, touch, sound, and smell.
- I have an opening that is exciting and engaging to the reader.
- I have substituted at least 5 boring words or phrases with exciting ones.

## Editing Checklist

- Capitalization:** All my words are capitalized correctly. Sentences start with a capital letter, and words aren't capitalized unless they need to be.
- Usage:** All of my sentences are complete sentences. Incomplete sentences have been combined, and run-on sentences have been separated into more than one sentence.
- Punctuation:** All my sentences end with a punctuation mark. My dialogue has quotation marks around it ("I am talking," she said.)
- Spelling:** All the words in my story are spelled correctly. I have used a dictionary and/or a tutor's help to pick out and correct misspelled words.

**Student signature:** \_\_\_\_\_

**Tutor signature:** \_\_\_\_\_