FLORIDA WRITING HUB

Revision Checklist

Revise for meaning first, then edit for correctness.

Name: _____ Date: _____

☐ **Purpose and ideas**

My writing answers the prompt. My main idea is clear.

☐ **Organization**

Each paragraph has a purpose. Ideas connect in a logical order.

☐ **Evidence and explanation**

Examples support my points. I explain how and why they matter.

☐ **Sources and original work**

I credit borrowed ideas and words. The writing reflects my own thinking.

☐ **Clarity and voice**

I use precise words. Sentences are clear and appropriate for my reader.

☐ **Editing and requirements**

I check grammar, spelling, punctuation, length, and required formatting.

My two biggest revisions

What will make the greatest difference to this draft?

Final read

Read aloud or ask a trusted reader for feedback. What still needs work?

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