

My Writing Checklist

Title: _____

Date: _____

Writing Process

- ☐ I use graphic organizers to plan my writing.
- ☐ I anticipate my friends' and teacher's questions and add details, check my sentences, and keep my audience and purpose in mind. I reread my piece a number of times examining how to make it better.
- ☐ I try to stick with a piece until I fulfill my purpose. I then look for creative ways to publish if that suits my audience.

Ideas

- ☐ I write about things I know, care about, and have done.
- ☐ I develop a controlling idea for my piece and make sure that I am building on that idea throughout my piece.
- ☐ I add details to keep my readers engaged, and find interesting facts for my nonfiction.
- ☐ I write information from my research in my own words.

Text

- ☐ I use books I've read as models for my writing.

In my informative text:

- ☐ I name a topic.
- ☐ I add 3 or more facts about the topic.
- ☐ I add a conclusion.

In my procedure:

- ☐ I can research a process.
- ☐ I can list my materials.
- ☐ I write the steps in the process.

In my narrative:

- ☐ My beginning introduces my characters, the setting and a problem.
- ☐ I write about at least 2 or 3 events that happened in order.
- ☐ I connect my ideas with sequence words.
- ☐ I add some details about what happened.
- ☐ In my ending, I solve the characters' problem.

In my opinion:

- ☐ I introduce the topic I am writing about.
- ☐ I state my opinion.
- ☐ I give 2 or more reasons for my opinion.
- ☐ I write a conclusion.

Voice/Point of View

- ☐ In my stories I put in my feelings, thoughts and memories into my characters.
- ☐ I write like I'm talking to an audience.
- ☐ I can tell stories like the narrator in the books I read.

Word Choice

- ☐ I try to describe the characters and setting.
- ☐ I try new words from my reading.
- ☐ When I revise, I make my story more interesting by changing some of my words to describe.

Sentence Fluency

- ☐ I use a subject (who) and verb (action or a verb like *is, was, has, had, etc.*) in my sentences. Sometimes I connect my sentences or parts of my sentences with *and, but, or, so* or *because*.
- ☐ Through my sentences, I can show if my ideas are happening now, in the past, or in the future.
- ☐ My sentences mostly begin with different words.
- ☐ I make my sentences read like my favorite story and information books.

Conventions

- ☐ I checked my 2nd and 3rd draft for spelling.
- ☐ I checked for ending punctuation.
- ☐ I checked for punctuation needed inside my sentences like commas in a series and dates; I try other punctuation I see **authors use**.
- ☐ I use capital letters for beginning of sentences, dates, names of people and places, and the word *I*.

Publishing

- ☐ I add illustrations and other graphics such as diagrams, graphs, and tables to add to my information.
- ☐ With help, I use digital tools to publish my writing.

What I do best in my writing:

What I want to work on next: