Person Place & Thing Story - Editing checklist

- TITLE and NAME at the top (Title is capitalized, name on second line is capitalized)
- CAPITALS, beginning of sentences and proper nouns have capital (names of people, things and places)
- SPELLING, check for errors
- PUNCTUATION, questions have question marks, dialogue has quotation marks, periods at end of sentences…
- RUN ONs – are your sentences too long?
- INCOMPLETEs – check for missing subject or actions
- PARAGRAPH BREAKS – do you have one main subject for each paragraph?
- TENSE – are you consistent with staying in PAST or PRESENT or FUTURE?
- DESCRIBE (don't just tell) – have you described/ shown the reader what is happening in an interesting and creative way?
- CHARACTERS – do we know enough about them to CARE about them?
- LITERARY TOOLS – have I used a good number of these to add creativity and interest to my story:
  a) simile and metaphor
  b) hyperbole
  c) zoomorphism
  d) alliteration
  e) foreshadowing
  f) personification
  g) onomatopoeia

- STORYLINE (Plotline)

  a) described setting and characters enough?
  b) created enough rising action (building tension/ problems)?
  c) will the reader feel anxious at the climax and want to keep reading?
  d) included enough falling actions to resolve main problem adequately
  e) all 'loose ends' have been wrapped up (solved/ explained)
  f) ending is fitting to the story