Revision and Editing Checklist: Grade 5

Revise for…

Informational Text
Clarity
- [ ] clear central idea
- [ ] facts, details support central idea
- [ ] obvious conclusion
- [ ] clear/concise

Organization
- [ ] appropriate and purposeful organizational pattern
- [ ] connects across and within paragraphs
- [ ] varied sentence structure

Development
- [ ] communicates understanding/importance
- [ ] word choice (purposeful and specific)
- [ ] written in a fresh way

Argumentative Text
Clarity
- [ ] clear claim
- [ ] facts support the argument
- [ ] convincing conclusion
- [ ] clear/concise

Organization
- [ ] appropriate/purposeful organization
- [ ] connects across and within paragraphs
- [ ] varied sentence structure

Development
- [ ] communicates importance/insight
- [ ] word choice (purposeful/precise/powerful)
- [ ] written in a fresh way

Literary Text
Clarity
- [ ] obvious theme/message
- [ ] details and events support the plot and theme
- [ ] clear/concise

Organization
- [ ] appropriate/purposeful plot sequence
- [ ] plot, setting, and characters connect in a meaningful way
- [ ] connects within and across paragraphs
- [ ] varied sentence structure

Development
- [ ] creates connection with the reader
- [ ] word choice (purposeful and precise)
- [ ] literary language contributes to voice
- [ ] written in a fresh way

Edit for…

Capitalization
- [ ] first letter in a sentence
- [ ] names
- [ ] pronoun "I"
- [ ] months, days of the week
- [ ] salutation and conclusion of a letter
- [ ] official titles of people
- [ ] holidays
- [ ] geographical names and places
- [ ] historical periods, events, and documents
- [ ] titles of books, stories, and essays
- [ ] languages, races, and nationalities
- [ ] proper nouns, **abbreviations, initials, acronyms, and organizations**

Punctuation
- [ ] period at the end of declarative sentences
- [ ] exclamation point at the end of exclamatory sentences
- [ ] question mark at the end of interrogative sentences
- [ ] commas with items in a series
- [ ] commas in dates
- [ ] commas in compound sentences
- [ ] **commas in complex sentences**
- [ ] commas in transitions
- [ ] quotation marks in dialogue
- [ ] apostrophes in contractions
- [ ] apostrophes in possessives
- [ ] **italics and underlining for titles and emphasis**

Spelling
- [ ] high frequency/commonly used words
- [ ] commonly misspelled words
- [ ] special words

Usage
- [ ] complete and compound sentences (no splices, run-ons, fragments)
- [ ] subject-verb agreement
- [ ] parts of speech
  - past, present, and future verb tense
  - past tense irregular verbs
  - singular, plural, common, proper, and **collective** nouns
  - adjectives, including articles, comparative and superlative forms
  - adverbs that convey time, place, manner, frequency, degree, and **conjunctive adverbs**
  - prepositions, **prepositional phrases, and their influence on subject-verb agreement**
  - pronouns including subjective, objective, possessive, reflexive, and **indefinite** cases
  - **subordinating conjunctions to form complex sentences**
  - coordinating conjunctions to form compound subjects and predicates
  - coordinating conjunctions to form compound sentences