Revision and Editing Checklist: Grade 2

Revise for...

Informational Text

Clarity
☐ clear central idea
☐ facts, details support central idea
☐ clear/concise

Organization
☐ appropriate and purposeful organizational pattern
☐ varied sentence beginnings

Development
☐ communicates understanding/importance
☐ word choice (purposeful and specific)
☐ 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
☐ varied sentence beginnings

Development
☐ shows feelings
☐ helps the reader visualize
☐ written in a fresh way

Edit for...

Capitalization
☐ first letter in a sentence and names
☐ pronoun "I"
☐ months, days of the week
☐ salutation and conclusion of a letter

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

Spelling
☐ high frequency/commonly used words

Usage
☐ complete sentences
☐ subject-verb agreement
☐ parts of speech
  ☐ past, present, and future verb tense
  ☐ singular, plural, common, and proper nouns
  ☐ adjectives, including articles
  ☐ adverbs that convey time
  ☐ adverbs that convey place
  ☐ prepositions and prepositional phrases
  ☐ pronouns including subjective, objective, and possessive cases
  ☐ coordinating conjunctions to form compound subjects and predicates