

Name: _____

Date: _____

CUPS Editing Checklist



Capitalization

- I capitalized the first word of every sentence.
- I capitalized names of people and places.
- I did not capitalize words that don't need to be capitalized.



Understanding

- I read my writing out loud and followed along with my finger.
- I listened to someone read my writing to me.
- I added interesting words.
- I stayed on topic throughout the writing.
- I changed anything that did not sound right.
- My words all make sense.



Punctuation

- I put the correct end marks at the end of each sentence.
- I used commas in the right places.
- I used apostrophe 's' to show possession appropriately.
- I used quotation marks around words people said.



Spelling

- I checked my spelling.
- I used a spell checker for words I was not sure about.
- I made changes to words that were spelled wrong.