

## **Student Editing and Proofreading Checklist**

**Complete the following checklist before turning in final drafts.**

1. Have I read my work aloud to listen for problems?
2. Did I check every possible misspelling in a dictionary or with a spell checker?
3. Did I edit for run-on sentences?
4. Did I fix all comma splice run-ons?
5. Did I edit for fragments?
6. Did I check my use of verbs?
7. Did I check my use of pronouns?
8. Have I checked any punctuation I'm unsure of?
9. Have I checked my use of capital letters?