**What to do when you finish your writing assignment...**

* Check for Spelling, Grammar, and Other Tools.
* Copy & Paste your assignment onto a WORD Document (not Google Docs).
* Take care of any mistakes that show up (green or red lines)
* Use Paper Rater to get helpful hints.
* Delete **Captain Obvious** sentences -
	+ This article is about… In this paragraph…
* Check for Readability – it MUST BE AT GRADE LEVEL.
* Use COMMAND F and see if you are using state-of-being verbs (*is*, *am*, *was*, *were*, *be*, etc.). These are not high level verbs. Restructure your sentences and use action verbs.
* Use COMMAND F to find point of view (*I*, *me*, *we*, *us*, *you*, etc.).
* Use COMMAND F to find main words (key words that were in the vocabulary challenge - *greenhouses*, *heat*, etc.
* Show - Don’t Tell!  Create an image/picture in your reader’s mind.
	+ For example:
		- He **is** happy. (Grade Level: 0)
		- He **smiled** when he went outside. (Grade Level: 3)
		- As he was met with an arctic blast of fresh air, a genuine smile **spread** across his face and set the mood for the rest of his day. (Grade Level: 7)
* Go through your NOTES for what to include in a particular writing piece and make sure you have ALL THE REQUIREMENTS (summary, persuasive, narrative, etc.).
* Read over it one more time aloud (quietly) and then LISTEN to it using the Text Speaker (my website).
* Copy and paste your changes back into the TEXTBOX and SAVE.
* Click GET FEEDBACK.