

# Final Draft Checklist for a Personal Essay

You've written what you hope is your final draft of your personal essay. Check your essay against this list to be sure there is nothing you can fix or improve. I've included two checklists: one for an essay on a person and one for an essay on an experience.



## Person:

- \_\_\_\_\_ The person's physical appearance is described well.
- \_\_\_\_\_ The person's mannerisms and speech are described.
- \_\_\_\_\_ Other pertinent information about the person is included.
- \_\_\_\_\_ It's clear what you learned from the person.
- \_\_\_\_\_ It's clear how you feel about the person.
- \_\_\_\_\_ All names, places, etc. are correctly spelled.
- \_\_\_\_\_ All capitalization is correct.
- \_\_\_\_\_ All punctuation is correct.
- \_\_\_\_\_ Any other grammar rules you know are followed correctly.

## Experience:

- \_\_\_\_\_ It's clear when this happened.
- \_\_\_\_\_ It's clear where this happened.
- \_\_\_\_\_ You tell about other people involved.
- \_\_\_\_\_ It's clear how old you were at the time.
- \_\_\_\_\_ It's clear what you learned from the experience.
- \_\_\_\_\_ It's clear how you feel about the experience.
- \_\_\_\_\_ All names, places, etc. are correctly spelled.
- \_\_\_\_\_ All capitalization is correct.
- \_\_\_\_\_ All punctuation is correct.
- \_\_\_\_\_ Any other grammar rules you know are followed correctly.