

# Rewriting a Paper on a Person

Most of writing is rewriting. When rewriting a paper about someone you know, here is a checklist of what to review to improve your rough draft. I have separated these into groups. Focus on the first group on your first rewrite of the essay, the second group on the second rewrite, the third group on your third rewriting, and the last group when writing your final draft.



## Review 1

- \_\_\_\_\_ There are no run-on sentences.
- \_\_\_\_\_ There are no sentence fragments.
- \_\_\_\_\_ There are no comma splices.
- \_\_\_\_\_ There is a variety of simple, compound, and complex sentences.
- \_\_\_\_\_ There is a variety of short, medium, and long sentences.
- \_\_\_\_\_ There are no rambling sentences.
- \_\_\_\_\_ The most important word in each sentence is either at the end or the beginning of the sentence, if possible.

## Review 2

- \_\_\_\_\_ All verbs are strong, specific, and vivid.
- \_\_\_\_\_ All nouns are strong, specific, and vivid.
- \_\_\_\_\_ All adjectives and adverbs are necessary.
- \_\_\_\_\_ The description addresses senses other than just sight (sound, touch, smell, taste).

*[Continued]*

### Review 3

- \_\_\_\_\_ The paper is titled.
- \_\_\_\_\_ There is an interesting introduction.
- \_\_\_\_\_ The conclusion wraps up the paper nicely.
- \_\_\_\_\_ The paper is well organized.
- \_\_\_\_\_ Transition words provide flow.

### Review 4

- \_\_\_\_\_ All capitalization is correct.
- \_\_\_\_\_ All punctuation is correct.
- \_\_\_\_\_ Pay special attention to punctuation and formatting of dialogue.
- \_\_\_\_\_ Any other grammar rules you know are followed correctly.