

Name \_\_\_\_\_

## COLORFUL WRITING

This will help you to proofread your paper!

After you have a finished piece of writing, complete the following steps.

- Use **blue** to highlight capital letters.
- Use **green** to highlight all punctuation marks.
- Use **yellow** to highlight words that you are not sure are spelled correctly.
- Use **pink** to highlight words that could be improved (via a thesaurus, for example).

Then ask yourself the following questions. Fill in the circle when you have completed each task.

- Did I capitalize the first word of every sentence?
- Did I capitalize all proper nouns and proper adjectives?
- Did I end each sentence with a punctuation mark?
- Did I use apostrophes to show possession?
- Did I use apostrophes in my contractions?
- Did I put my commas in the right place?
- Do I need quotation marks anywhere?
- Are all of my words spelled correctly?
- Are there some words that I used too often?
- Do I have a subject for every sentence?
- Do I have a verb for every sentence?
- Does the subject always agree with the verb?
- Are my pronouns clear and correct?
- Are my paragraphs arranged in logical order?
- Is my writing easy to understand?
- Is my point easily understood?
- Do I have enough details in my sentences?
- Is my writing interesting?