Name

Language

Date

Title of Journal Entry

**Journal Entry Editing Checklist**

**Directions**: After writing your journal entry, review this checklist and highlight each task *after* you complete it. You MUST have this checklist completed when you turn in your assignment.

* I read the prompt **myself** once, THEN I had an **adult** (or used text-to-speech to) read it to me.
* I wrote *at least* \_\_\_\_\_\_\_\_\_\_\_\_\_\_ sentences for my entry.
* I typed my name and the correct date at the top of my journal entry.
* Font is size 12 or 14, **Times New Roman**.
* My journal entry is double-spaced.
* The first letter of each sentence is capitalized.
* There are no RIP words (example: cool, fun)
* All sentences are complete and none start with ***but, and, or because***.
* Spell-check was used.
* I READ ***my journal entry*** OUT LOUD – to be sure there were no missing words.
* I have initialed this editing checklist.

Student initials: