

Google Docs Peer Editing Checklist

Directions: With your peer editor, you will use the directions listed below to point out mistakes in capitalization, punctuation, paragraphs, commas and spelling.

Peer Editor's Name:	YES	NO
I corrected all words that need capital letters		
I added in any missing punctuation marks (periods, question marks, exclamation marks or quotation marks) or deleted any unnecessary punctuation marks		
I added in any commas or deleted any unnecessary commas		
I pressed enter and tab to show where a new paragraph is needed		
I corrected or commented on any words that I believed were spelled wrong		
I corrected any run-on sentences or fragments in the essay.		
I commented on the side of the document with any suggestions to make the essay more detailed or to point out any confusing information.		
I read the essay out loud to check for any errors I may have missed.		

Peer Editing Checklist



Directions: You will need to find one person to read your essay and fill out the checklist. They will be making corrections and giving you some ideas on how to improve your story. Please be polite and honest, not mean.

Writer's Name: _____

Peer Editor's Name: _____

Check the Contents		
	Yes	No
The Introduction (green)		
The writer introduces the topic: Homework in schools (blue)		
The writer says why some schools have homework and why some school do not (blue)		
I know the writer's opinion on the topic: No homework or yes homework (green)		
I know the 3 reasons the writer is using to argue their opinion (green)		
Paragraph 2 (Reason #1)		
Paragraph has a transition (yellow) which introduces the reason		
Paragraph explains the reason and why it is important to having or not having homework (red)		
Paragraph gives at least two pieces evidence, examples and elaboration to support their reasons (red)		
Paragraph ties back the examples to why there should or should not be homework (red)		
Paragraph 3 (Reason #2)		
Paragraph has a transition (yellow) which introduces the reason		
Paragraph explains the reason and why it is important to having or not having homework (red)		
Paragraph gives at least two pieces evidence, examples and elaboration to support their reasons (red)		
Paragraph ties back the examples to why there should or should not be homework (red)		
Paragraph 4 (Reason #3)		
Paragraph has a transition (yellow) which introduces the reason		
Paragraph explains the reason and why it is important to having or not having homework (red)		
Paragraph gives at least two pieces evidence, examples and elaboration to support their reasons (red)		
Paragraph ties back the examples to why there should or should not be homework (red)		
Conclusion		
Conclusion restates the writer's opinion (green)		

