**Writer’s Workshop-Tell a Story**

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| Title of Piece (Draft): |

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| **Step One: Prewriting: Planning/Outline/Brainstorming:**  **Character, setting, and plot plans were completed in your Writer’s Notebook.** |

**Step Two: First Draft** (Complete AFTER step one is marked and submit to Draft Assignment Dropbox in Moodle). Remember your writing targets for this piece!

Type here

**Check it over:**

* Do you have a good start on:
  + A clear setting
  + Well developed characters
  + A strong plot with a beginning, rising action, climax, falling action and conclusion.

**Step Three: Revising and Step Four: Editing**

**Paste draft from step two here and then make revisions and edits**

1. Revise your work based on directions in the online course. You will go through the story a few times to complete your revisions. Highlight or underline each step as you complete it.

Revision Step One – Check the overall content.

* Is it in the best order?
* Should I add, subtract, move, or change anything?

Revision Step Two – Look at word choice – literary devices, imagery, strong word choices

* Three sense addressed?
* Where can I use vivid verbs and creatively applied adverbs?
* Where can I add or improve adjectives?

Revision Step Three – Great Beginning

* The great beginning strategy I added is: Type here

Revision Step Four – Dialogue

* I have used various words for said.
* I have a paragraph break every time the person who is speaker changes.

2. Edit your work based on directions in the online course. You will go through the story a few times to complete your revisions. Highlight each step as you complete it.

**Parts of Speech:**

Did I use a consistent verb tense (e.g. past or present) throughout my writing?

Did I use the best words in my writing?

**Sentences**

Do all my sentences express complete thoughts?

Have I eliminated run-on sentences from my writing?

Have I eliminated short, choppy sentences from my writing?

Have I eliminated long, rambling sentences from my writing?

Did I use a variety of words and phrases to start my sentences?

Have I eliminated words that don't add meaning to my sentences?

**Title**

Have I included a title?

**Punctuation**

Did I include a punctuation mark at the end of each sentence?

Did I use commas to separate items in a series?

Did I correctly punctuate the dialogue in my writing?

Did I use apostrophes to show possession or missing letters (not plural)?

**Capitalization**

Did I begin each sentence and direct quotation with a capital letter?

Did I capitalize nouns that name specific people, places, and things?

**Spelling**

Have I double-checked the spelling of the names of people and places?

Did I use the correct word form for words that sound alike but have different spellings and meanings (e.g., their, they're, there;  too, to, two)?

Did I use the spell-check function on my computer?

**Paragraphing**

Have I indented each new paragraph or double-spaced it from the previous paragraph?

If there is dialogue, have I started a new paragraph each time the speaker changes?

**After you have edited your story, read it aloud again.  Let your ear tell you what sounds awkward or ungrammatical.**

I have read my story aloud at least twice while making edits.

***Sometimes it can be difficult to spot mistakes in your own work, so you could ask a friend or family member to proofread it as well.***

**Submit to Revised and Edited Draft drop-box in Moodle.**

**Final Draft:**

**Paste your revised and edited draft here OR in a new document or other presentation tool. Make any final changes based on teacher feedback. Be sure you add your name (as author) and be sure you have a title.**

**Submit to Final Draft drop-box in Moodle.**