

Name _____ **Date** _____

Is your name on the paper? Is the date on the paper?

Indent: Are all of the paragraphs indented?

Capitalization: Are the beginning of sentences capitalized? How about days of the week? **Proper nouns** are names of people or places. Are all the names capitalized?

No Run-On Sentences: Do the sentences tell too much, about more than one thing or subject?

No Incomplete Sentences: Do the sentences tell what the subject is doing?

Punctuation: Do sentences end in a period, exclamation mark, or question mark? Are there commas?

Past Tense: Are there 'ed' endings on verbs that are in the past? Do the verbs sound like they have already happened?

Subject-Verb Agreement: Are the verbs (action words) correct for the number of people or things (nouns) there are?

Spelling: Are all of the common words spelled correctly? Did you look up the harder words in the dictionary?

Homonyms: Homonyms are words that sound the same but mean different things. Did you use the right word in the sentence?

Quotation Marks: Are there "quotation marks" at the beginning and end of people talking? Are there commas for quotations?

GRAMMAR
MECHANIC



CHECKLIST