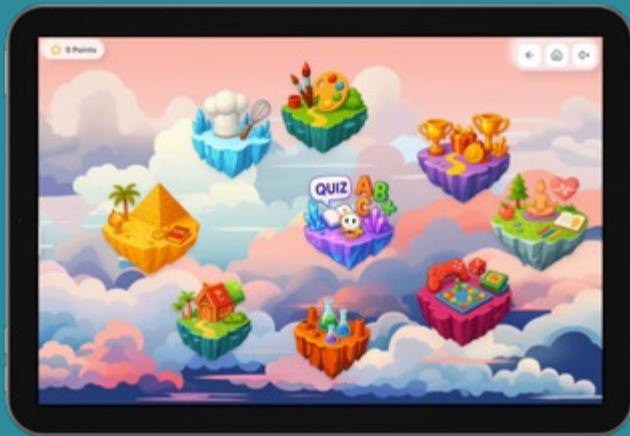




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Excellent Editing - Year 2

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Excellent Editing Checklist



1.

CAPITALS - Start sentences and names with capital letters.



2.

PUNCTUATION - End each sentence with . ? or !



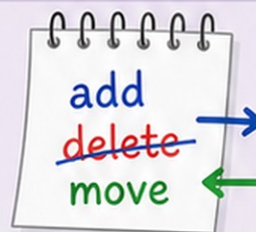
3.

SPELLING - Check tricky words and high-frequency words.



4.

CLARITY - Add, delete or move words so your meaning is clear.



5.

PRESENTATION - Use spaces, neat handwriting and careful layout.



Read it aloud. Check one thing at a time.
Make your writing easier to read.



Editing Detectives Task Cards



Read each card. Spot the editing mistake. Say how you would fix it.



1.

my dog max
is sleepy.



2.

I went to
the park



3.

We packed
apples bananas
and grapes.



4.

The bunny hop
under the chair.



5.

She seen
a red kite.



6.

It wasso
windy outside.



7.

Tom and mia
made a cubby.



8.

I got a nice
thing.



Cut out the cards or use them as a partner warm-up.



Fix-It-Five Editing Trail



1 Capital letter

2

3 Fix: i am happy.

4

5 Full stop

6

7 Check spelling

12

11 Read aloud

10

9 Fix: We saw a frog

8

14

15 Fix: sam has a kite.

16

17 Finger spaces

18

19 Fix: I got a nice shell.

20

21

22 Fix: It wasso cold.

23

24

FINISH

Rules

.....
Roll, move and read the space.
Fix the sentence or explain the editing check.
If your partner agrees, stay there.

Name: _____

Date: _____



Worksheet 1:

Capital and Punctuation Check



Read each sentence. Add capital letters and end punctuation.
Write the corrected sentence on the line.

① my cat likes milk

② i can see a rainbow

③ ben and lily made a boat

④ where is my red hat

⑤ we went to the oval

⑥ can you help me



Editing reminder: Sentences begin with capital letters and end with . ? or !



Name: **ANSWERS**

Date: _____



Worksheet 1:

Capital and Punctuation Check



Read each sentence. Add capital letters and end punctuation.
Write the corrected sentence on the line.

- ① my cat likes milk
My cat likes milk.
- ② i can see a rainbow
I can see a rainbow.
- ③ ben and lily made a boat
Ben and Lily made a boat.
- ④ where is my red hat
Where is my red hat?
- ⑤ we went to the oval
We went to the oval.
- ⑥ can you help me
Can you help me?



Editing reminder: Sentences begin with capital letters and end with . ? or !



Name: _____

Date: _____



Worksheet 2: Spelling Check



Read each pair. Circle the word that is spelt correctly.
Then write it on the line.

1

becos

because

2

frend

friend

3

sed

said

4

thort

thought

5

littel

little

6

peopel

people

7

eny

any

8

skool

school



Tip: If a word looks tricky, stretch the sounds,
look for chunks and check a word wall.



Name: ANSWERS

Date: _____



Worksheet 2: Spelling Check



Read each pair. Circle the word that is spelt correctly.
Then write it on the line.

1

becos

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skool

school

school

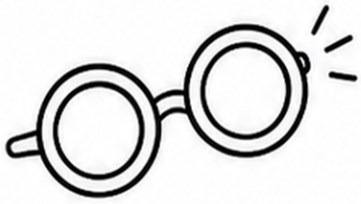


Tip: If a word looks tricky, stretch the sounds,
look for chunks and check a word wall.



Name: _____

Date: _____



Worksheet 3: Make It Clear



Read each sentence. Choose a clearer word.
Rewrite the sentence on the line.

① I got a big shell. found ate

② The puppy made a noise. barked slept

③ The cake was nice. delicious square

④ Sam went fast. dashed whispered

⑤ The room was messy. untidy shiny

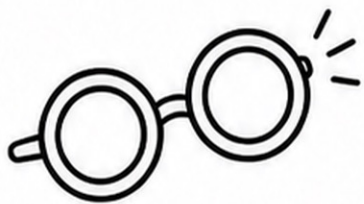


Editing reminder: Clear words help
the reader picture your meaning.



Name: **ANSWERS**

Date: _____



Worksheet 3: Make It Clear



Read each sentence. Choose a clearer word.
Rewrite the sentence on the line.

- ① I got a big shell. found ate

I found a big shell.

- ② The puppy made a noise. barked slept

The puppy barked.

- ③ The cake was nice. delicious square

The cake was delicious.

- ④ Sam went fast. dashed whispered

Sam dashed.

- ⑤ The room was messy. untidy shiny

The room was untidy.



Editing reminder: Clear words help
the reader picture your meaning.



Name: _____

Date: _____



Worksheet 4: Presentation Check



Read each sentence aloud. Fix the spacing so it is easier to read.

① Thebirdisinthenest.

② I can see ablue car.

③ We hada picnic.

④ My sisterlikesapples.

⑤ The little dog ranhome.

⑥ It wasso funny.

My presentation check

☐

My words have spaces.

☐

My letters sit on the line.

☐

I can read it aloud.



Name: **ANSWERS**

Date: _____



Worksheet 4: Presentation Check



Read each sentence aloud. Fix the spacing so it is easier to read.

① Thebirdisinthenest.
The bird is in the nest.

② I can see ablue car.
I can see a blue car.

③ We hada picnic.
We had a picnic.

④ My sisterlikesapples.
My sister likes apples.

⑤ The little dog ranhome.
The little dog ran home.

⑥ It wasso funny.
It was so funny.

My presentation check

- ☐ My words have spaces.
- ☐ My letters sit on the line.
- ☐ I can read it aloud.



Name: _____

Partner: _____



Worksheet 5: Kind Editing Feedback



Read your partner's writing. Give two glows and one grow.
Use kind, helpful words.



Glow 1: Something that is easy to read

I like how you _____.



Glow 2: Something that was checked well

You did well with _____.



Grow: One editing tip

Next time, check _____.



Helpful feedback sounds like:

- ☐ kind
- ☐ clear
- ☐ about the writing
- ☐ useful for editing



Name: **ANSWERS**

Partner: _____



Worksheet 5: Kind Editing Feedback



Read your partner's writing. Give two glows and one grow.

Use kind, helpful words.

Sample answers



Glow 1: Something that is easy to read

I like how you used clear spaces between words.



Glow 2: Something that was checked well

You did well with capital letters and full stops.



Grow: One editing tip

Next time, check spelling of tricky words.



Helpful feedback sounds like:

- ☐ kind
- ☐ clear
- ☐ about the writing
- ☐ useful for editing



Name: _____

Date: _____



Assessment: Excellent Editing Mission



Read the draft. Edit it so it is easier to read.
Check capitals, punctuation, spelling, clarity and presentation.

Draft to edit

I checked:

last sunday i went to the
beach with mum we saw
crab shells and a jellyfish
i was exited it was so fun

- ☐ capital letters
- ☐ punctuation
- ☐ spelling
- ☐ clear words
- ☐ neat presentation

My edited version

Name: **ANSWERS**

Date: _____



Assessment: Excellent Editing Mission



Read the draft. Edit it so it is easier to read.
Check capitals, punctuation, spelling, clarity and presentation.

Draft to edit

I checked:

last sunday i went to the
beach with mum we saw
crab shells and a jellyfish
i was exited it was so fun

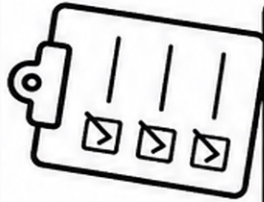
- ☒ capital letters
- ☒ punctuation
- ☒ spelling
- ☒ clear words
- ☒ neat presentation

My edited version

Last Sunday, I went to the
beach with Mum. We saw
crab shells and a jellyfish.
I was excited. It was so much fun!



Excellent Editing- Year 2 Rubric



	BEGINNING	DEVELOPING	ACHIEVING	CONFIDENT	EXCEEDING
1. Capitals and punctuation	needs support; few checks are applied.	applies some checks with reminders.	applies expected checks in most places.	edits accurately and explains choices.	edits carefully and improves the writing independently.
2. Spelling checks	needs support; few checks are applied.	applies some checks with reminders.	applies expected checks in most places.	edits accurately and explains choices.	edits carefully and improves the writing independently.
3. Clarity and meaning	needs support; few checks are applied.	applies some checks with reminders.	applies expected checks in most places.	edits accurately and explains choices.	edits carefully and improves the writing independently.
4. Presentation and rereading	needs support; few checks are applied.	applies some checks with reminders.	applies expected checks in most places.	edits accurately and explains choices.	edits carefully and improves the writing independently.

Aligned to AC9E2LA10: students use knowledge of language and text features to improve written communication.

Excellent Editing- Year 2





Learning Intent

We are learning to reread our writing and make helpful edits.





What Is Editing?

Editing means checking your writing and making changes so a reader can understand it.





Read It Aloud

Read your work slowly.

Your ears can help you hear missing words, odd sentences and tiny mistakes.





Fix-It Five

Check one thing at a time:
capitals, punctuation, spelling, clarity and presentation.





Capital Letters

Use capital letters at the beginning of sentences, for names and for the word I.





Punctuation

End each sentence with a full stop, question mark or exclamation mark.

Use commas in simple lists.





Spelling

Check tricky words, high-frequency words and words you stretched out while writing.





Clarity

Ask: Does this make sense?

Add, delete or move words so the meaning is clear.





Better Words

Replace a plain or unclear word with a word that tells the reader more.





Presentation

Use spaces between words, neat handwriting and a clear layout so your writing is easy to read.





Partner Feedback

Give two glows and one grow.

Be kind, clear and helpful.





Editing A Draft

Find the mistakes first.

Then rewrite the improved version carefully.





Your Turn

Choose one piece of writing.

Use the Fix-It Five checklist before you say it is finished.





Well Done!



Excellent Editing- Year 2 Quiz



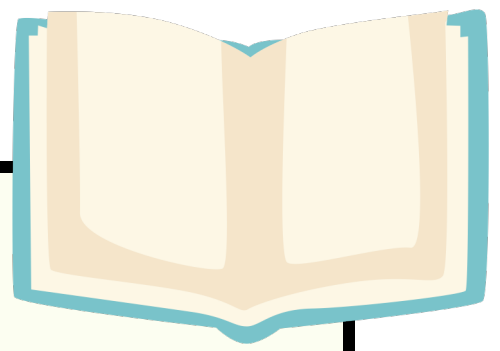


Question 1

What does editing help a writer do?

- A. hide the writing
- B. make writing easier to read
- C. draw a picture only
- D. skip rereading





Answer 1

B. make writing easier to read



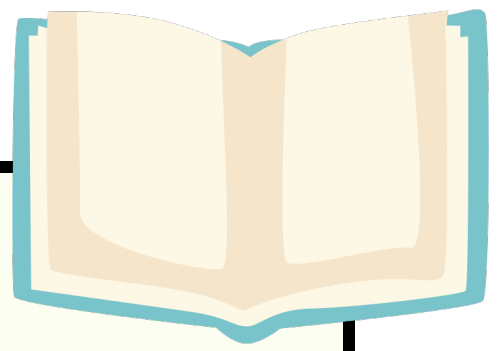


Question 2

True or false?

Reading aloud can help you hear mistakes.





Answer 2

True.





Question 3

Name one thing you check when editing.





Answer 3

Sample answers:

capitals, punctuation, spelling, clarity or presentation.



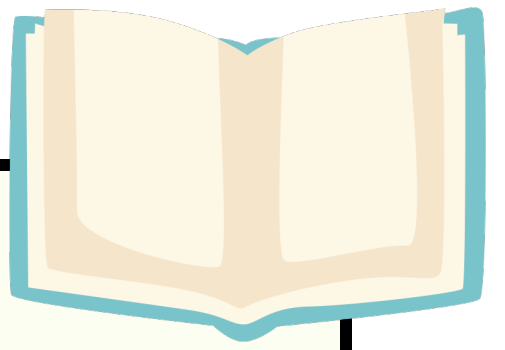


Question 4

Which sentence needs a capital letter?

- A. The dog ran.
- B. I can jump.
- C. mia has a pencil.
- D. We saw birds.





Answer 4

C. mia has a pencil.



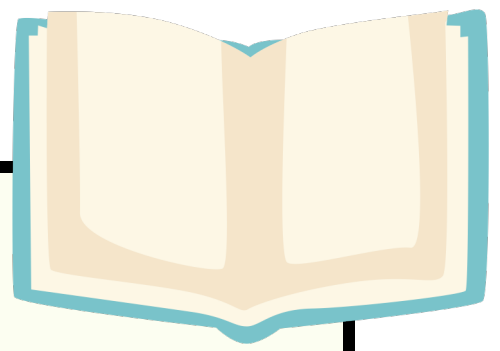


Question 5

True or false?

Every sentence needs end punctuation.





Answer 5

True.



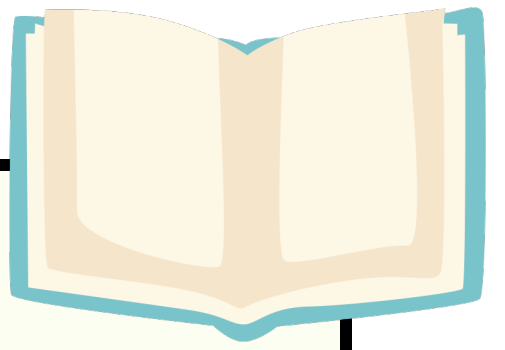


Question 6

Which word is spelt correctly?

- A. becos
- B. frend
- C. school
- D. peopel





Answer 6

C. school



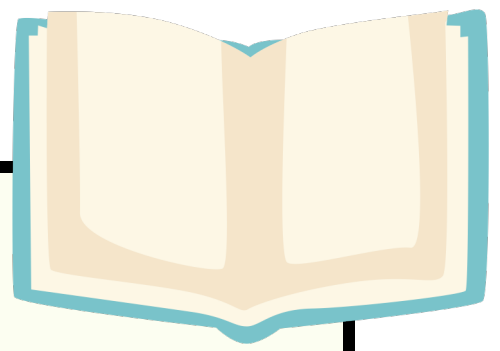


Question 7

What punctuation should end this sentence?

Where is my hat





Answer 7

A question mark.





Question 8

Which word makes this clearer?

I got a shell.

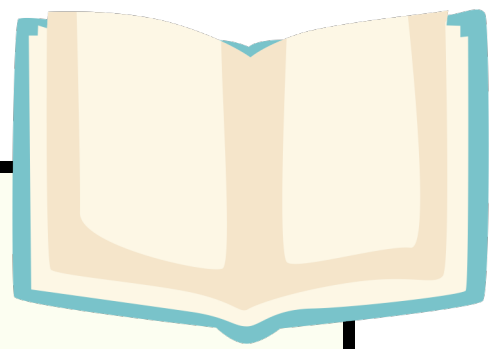
A. found

B. slept

C. square

D. tiny





Answer 8

A. found



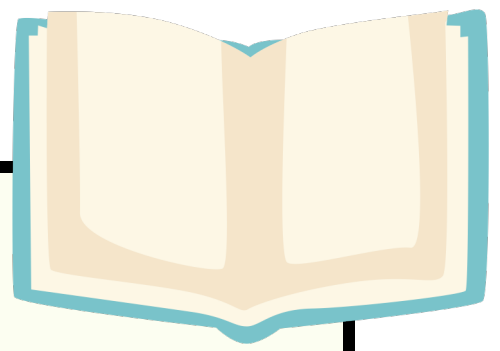


Question 9

True or false?

Helpful feedback should be kind and about the writing.

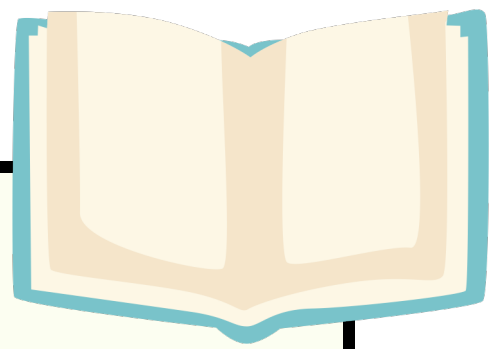




Answer q

True.



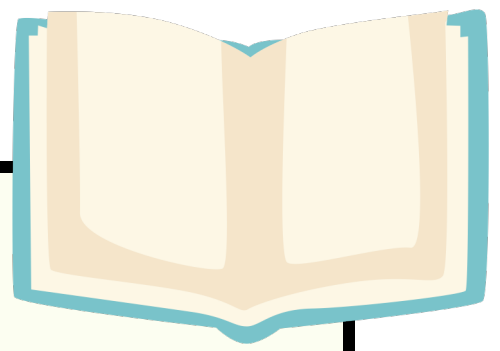


Question 10

Fix the spacing:

It wasso cold.





Answer 10

It was so cold.





Well Done!

