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Excellent Editing - Foundation

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Excellent Editing



Reread. Check. Fix.



1

Capital letters

Start each sentence. Use I.



Aa

2

Punctuation

End with . ? !



3

Spelling

Stretch sounds. Check known words.



4

Makes sense

Read it aloud. Does it sound right?



5

Neat writing

Use finger spaces. Write clearly.



Five checks make writing easier to read.



Editing Helper Cards



Cut out the cards. Use them to check your writing with a partner.



Read it
aloud

A

Start with
a capital

I

Use I

? !

Add . ? !



Stretch
the sounds



Check
known words



Does it
make sense?



Use finger
spaces



Pick one card. Fix one thing.



Fix-It Trail



Roll. Move.

Read a card. Say the fix.

1

i can hop

2

sam has a dog

3

can you see me

4

the cat iz on the mat

5

I lik my red hat

6

Stop

7

mum and i read

8

the sun is hot



Use the
5 checks:



capital letters



punctuation



spelling



makes sense



spaces



Name: _____



Read, Tick, Fix

Read the sentence. Tick each check. Rewrite it neatly.

Practice sentence:

i can see a red bus



Capital
letters

☐

Punctuation

☐

abc

Spelling

☐

Makes sense

☐

Finger spaces

☐

Rewrite it neatly.

My sentence

Write one sentence. Then tick the checks.



Capital
letters

☐

Punctuation

☐

abc

Spelling

☐

Makes sense

☐

Finger spaces

☐

Good editors reread.



Name: _____



Capital Letter Detective



Find the missing capital letters. Rewrite each sentence.

1. i can jump.

2. sam has a dog.

3. mum and i read.

4. the cat is on the mat.

5. i like my hat.

Check



Start
the sentence.



Use I.



Names need
capitals.

Name: _____ **ANSWERS**



Capital Letter Detective



Find the missing capital letters. Rewrite each sentence.

1. i can jump.

1. I can jump.

2. sam has a dog.

2. Sam has a dog.

3. mum and i read.

3. Mum and I read.

4. the cat is on the mat.

4. The cat is on the mat.

5. i like my hat.

5. I like my hat.

Check



Start
the sentence.



Use I.



Names need
capitals.

Name: _____



Punctuation Pick



Choose the best end mark. Rewrite the sentence.

. ? !

1 can you see me



2 I like the sun



3 Stop



4 We went to the park



5 is it your turn



End marks

A sentence ends with . ? or !

Name: ANSWERS



Punctuation Pick



Choose the best end mark. Rewrite the sentence.

. ? !

1 can you see me



1. Can you see me?

2 I like the sun



2. I like the sun.

3 Stop



3. Stop!

4 We went to the park



4. We went to the park.

5 is it your turn



5. Is it your turn?



End marks

A sentence ends with . ? or !

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Name: _____



c-a-t



Spelling Stretch



Find the word that needs fixing. Stretch the sounds.
Rewrite the sentence.



1 The kat sat.

Fix word: _____

Rewrite: _____

2 I lik my hat.

Fix word: _____

Rewrite: _____

3 We went to the pak.

Fix word: _____

Rewrite: _____

4 A bug is on the rug.

Fix word: _____

Rewrite: _____

5 Dad can hop.

Fix word: _____

Rewrite: _____



Try this

Say it slowly. Tap the sounds.
Check known words.



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Name: _____ **ANSWERS**



c-a-t



Spelling Stretch



Find the word that needs fixing. Stretch the sounds.
Rewrite the sentence.



1 The kat sat.

Fix word: cat

Rewrite: The cat sat.

2 I lik my hat.

Fix word: like

Rewrite: I like my hat.

3 We went to the pak.

Fix word: park

Rewrite: We went to the park.

4 A bug is on the rug.

Fix word: No fix needed

Rewrite: A bug is on the rug.

5 Dad can hop.

Fix word: No fix needed

Rewrite: Dad can hop.



Try this

Say it slowly. Tap the sounds.
Check known words.



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Name: _____



Make It Make Sense



Read each sentence aloud. Circle the word that makes sense. Rewrite the sentence.

1 The dog can run / blue .

Rewrite: _____

2 I eat lunch / table .

Rewrite: _____

3 The sun is hot / jump .

Rewrite: _____

4 Mum can read / red .

Rewrite: _____

5 A fish can swim / pencil .

Rewrite: _____



Ask

Does it sound right?



Name: ANSWERS



Make It Make Sense



Read each sentence aloud. Circle the word that makes sense. Rewrite the sentence.

1 The dog can run / blue .

Rewrite: The dog can run.

2 I eat lunch / table .

Rewrite: I eat lunch.

3 The sun is hot / jump .

Rewrite: The sun is hot.

4 Mum can read / red .

Rewrite: Mum can read.

5 A fish can swim / pencil .

Rewrite: A fish can swim.



Ask

Does it sound right?



Name: _____

Playground News

Editing



Reread the news. Find the fixes. Rewrite it clearly.



News to edit

i plaed on the slid with sam



Capital
letters

☐

Punctuation

☐

Spelling

☐

Makes sense

☐

Finger spaces

☐

My edited news

Handwriting practice lines for the edited news.

Draw your news.

Blank space for drawing the news.



I can reread and fix my writing.



Name: ANSWERS

Playground News

Editing



Reread the news. Find the fixes. Rewrite it clearly.

News to edit

I played on the slide with Sam.



Capital
letters



Punctuation



abc

Spelling



Makes sense



Finger spaces



My edited news

I played on the slide with Sam.

Draw your news.



I can reread and fix my writing.





Excellent Editing - Foundation Rubric



Criteria	BEGINNING	DEVELOPING	ACHIEVING	CONFIDENT	EXCEEDING
Capital letters and punctuation	Needs help to notice capitals or end marks.	Finds some missing capitals or end marks.	Uses capitals and end marks in simple sentences.	Checks and fixes most capitals and end marks.	Explains the fixes and uses them consistently.
Spelling, words and meaning	Needs help to hear sounds or check words.	Fixes some familiar words with support.	Stretches sounds and checks known words.	Chooses words that make the sentence clear.	Improves meaning and checks spelling carefully.
Rereading and presentation	Needs prompts to reread writing.	Rereads with support and makes one fix.	Rereads, checks and rewrites clearly.	Uses the 5 checks with growing independence.	Edits independently and helps explain the checks.



AC9EFLA09: punctuation, capital letters and simple sentence conventions



ipupus

Editing Quiz





Learning Goal

We are learning to reread our writing and fix it so others can read it.





What Is Editing?

Editing means reading our writing again.

We look for things to fix.





Why Do Writers Edit?

Editing helps writing look clearer.

Editing helps writing sound clearer.





The 5 Checks

Capital letters

Punctuation

Spelling

Makes sense

Neat writing





Check 1: Capital Letters

Start each sentence with a capital letter.

Use a capital I.

Use capitals for names.





Check 2: Punctuation

A sentence needs an end mark.

Use a full stop, question mark or exclamation mark.





Check 3: Spelling

Stretch the sounds.

Check words you know.

Ask: Does that word look right?





Check 4: Makes Sense

Read the sentence aloud.

Ask: Does it sound right?





Check 5: Neat Writing

Use finger spaces.

Write clearly.

Make it easy for the reader.





Let's Edit Together

Before: i plaed on the slid with sam

After: I played on the slide with Sam.





Your Turn

Read your writing.

Pick one check.

Fix one thing.





Well Done!



Editing Quiz





Question 1

True or false: Editing means rereading writing and making fixes.





Answer 1

True. Editing means rereading and fixing writing.





Question 2

Which sentence starts correctly?

A. i can hop.

B. I can hop.

C. can I hop.

D. hop I can.

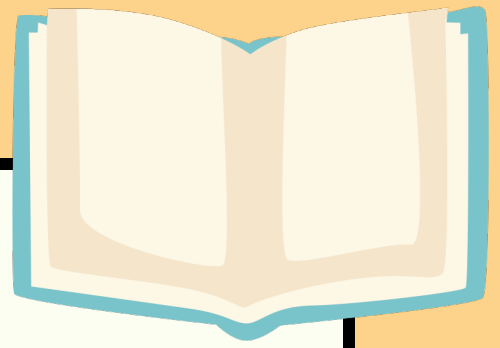




Answer 2

B. I can hop. It starts with a capital letter.





Question 3

Short answer: Name one end mark a sentence can use.





Answer 3

Answers may include a full stop, question mark or exclamation mark.





Question 4

Which word fixes this sentence: The kat sat.

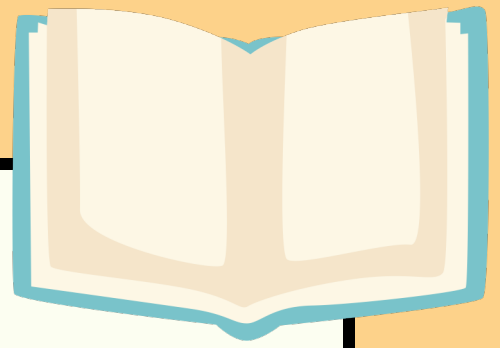
A. kit

B. cut

C. cat

D. cot





Answer 4

C. Cat fixes the word kat.





Question 5

True or false: The letter I should be a capital when it is a word.





Answer 5

True. The word I is always a capital letter.





Question 6

Which end mark best fits: Can you see me

A. .

B. ?

C. !

D. ,





Answer 6

B. A question mark fits because it is a question.

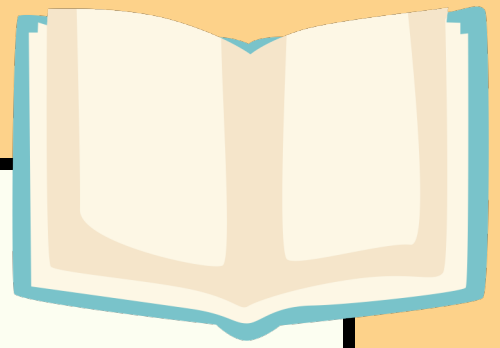




Question 7

Short answer: Why can reading aloud help you edit?

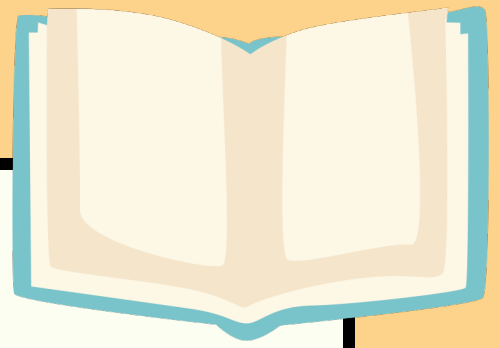




Answer 7

Reading aloud helps you hear if the sentence makes sense.





Question 8

Which sentence makes sense?

- A. The dog can blue.
- B. The dog can run.
- C. The dog can table.
- D. The dog can pencil.





Answer 8

B. The dog can run.





Question 9

True or false: Finger spaces help readers see each word.





Answer 9

True. Finger spaces make writing easier to read.





Question 10

Which sentence is edited best?

A. i lik my hat

B. I lik my hat.

C. I like my hat.

D. i like my hat





Answer 10

C. I like my hat. It has a capital, correct spelling and a full stop.





Well Done!

