Revising

\* Make sure the writing stays on topic.

\* Add relevant supporting details.

\* Delete unnecessary words and details.

\* Look for logical order of events.

\* Use descriptive words.

\* Rewrite sentences so that they are easy for the reader to understand (sentence fluency)

EDITING

\* Check to see that your sentences start with capitals and end with proper punctuation.

\* Check for proper tenses.

\* Check your spelling (proper homophones)