

Before You Turn It In...

1

Check to see that your name and date are on the paper.

6

Review your paper for accurate capitalization and punctuation.

2

Double-check to make sure you followed all of the directions.

7

Make sure your handwriting is neat and readable.

3

Make sure you have answered all of the questions and completed every task.

8

Check to be sure your sentences or answers make sense.

4

Look to make sure your sentences are complete.

9

Read your paper one last time to make sure you are happy with your work.

5

Read through your paper to correct spelling errors.

10

Have your paper ready on time, and in the right place.