**Revision – things to look out for**

Topic sentences should indicate what the entire paragraph is about, not just part of it. For instance, a character traits paragraph could be something like this:

Winnie Foster can be stubborn and disagreeable, but is also very imaginative.

Make sure your paragraphs are focused. Move or take out sentences that are off-topic

Maintain a formal tone. Don’t use “you” or “I” until the last paragraph (in this essay).

The present tense is used to discuss literature and art.

Bud **escapes** from the shed and then **goes** back into the house to get his suitcase.

Curtis **uses** humor to lighten the tone of what could be a tragic story about an orphan.

**Editing – common errors**

Book titles go in italics, not bold or underline.

*Bud, Not Buddy*

Notice that Not is capitalized. Words that are not capitalized in titles are just prepositions, articles and conjunctions (to, and, from, the, a, etc.)

Put a period and space after a person’s initials.

Herman E. Calloway

W. E. B. DuBois

Spell out numbers one to ten, unless they are measurements

I have nine sisters.

Commas after cities and states: Bud traveled from Flint, Michigan, to Grand Rapids, Michigan.

Use hyphens to connect words that modify a noun like an adjective does

He is a 12-year-old bully.

The cat is 12 years old.

A blue-and-white-striped shirt

The shirt was blue and white striped.

Capitalize eras like, the Great Depression, the Middle Ages, the Renaissance

Replace the subject with a pronoun instead of repeating it over and over.

Bud is a 10-year-old boy. Bud is from Flint, Michigan, and goes on a journey to find a family to belong to. Bud meets many interesting people along the way.

No spaces between paragraphs. You should not have headers or numbers in front of paragraphs.