

Lesson 17: How to Revise a Draft

Purpose of Lesson 17: You will learn how to revise a draft.

Skills: Reading comprehension, writing, and vocabulary.

Words to learn:

proofread - when a writer checks over a piece of writing in order to make improvements:

I always ask a friend to proofread my writing after I have used the writer's checklist. They frequently give suggestions to make it better.

relevant - important, pertains to:

Is this information relevant to our story?

revise - to change, to rethink the draft:

Good writers like to revise their draft to make their writing get better and better.

Directions: Read the conversations and do the exercises that follow.

1



Your draft looks pretty good. Let's look at the revision checklist to get an idea of what to look for. You want to rethink things; you want to have enough information to get your story out. You want the story written clearly and without confusion.

2

You mean following it can help make my draft better?



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That's the idea. Use the checklist as a guide, ask, "What can I do? What can I change to make it better?" Also, be prepared to check your draft over several times. It takes time to write something and then work to improve it. Let's look at the world of sports: how do athletes become stars?

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They practice and practice. They spend a lot of time improving their game. Okay, I get it. If you want a good outcome, you have to work for it.



5



You do get it. It does take some time and work, but it is not as difficult as it seems. Just take it one step at a time, and then ask for more help if you need it.

6

The checklist looks long and confusing. I thought it would be easier.



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Not to worry. What you do is read the first item on the revision checklist and then read each paragraph carefully. Check for those things that you can change to improve your writing. You can underline, circle or use colors to identify what you want to change. You create a system that works for you.

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It reminds me of the prewriting process where I found and used the techniques that worked the best for me. Let me read this revision checklist. I had better familiarize myself with it.



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Good idea. Just remember how much you and the class benefit from a chart or checklist.

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Revision Checklist

Yes No (Revise for each number that you mark no)

- ☐ ☐ 1. Does your writing have a main idea that is clear?
- ☐ ☐ 2. Does the writing stick to the topic? (It does not wander).

Organization

- ☐ ☐ 3. Does the writing have an introduction that includes the main idea?
- ☐ ☐ 4. Does each paragraph have a topic sentence (main idea)?
- ☐ ☐ 5. Does each paragraph have details that support the main idea? Look for at least two details for each paragraph.
- ☐ ☐ 6. Is the information arranged in a logical way?
- ☐ ☐ 7. Does the essay contain only information that is relevant to the essay.
- ☐ ☐ 8. Does the essay have a conclusion?

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Okay, now I am going to go through numbers 1-8 of the checklist to see if I can answer “yes” to each question. I’ll read each paragraph several times. If I mark something “no,” then I will go over that sentence again to see what I can change to improve my writing. Following the checklist gives me a good system for checking it’s terrific; I don’t feel so lost. The class is going to use this revision checklist a lot!



Jump right in!! That’s right, jump in. You’re ready. Help Dora revise her draft.

- **Let’s look at the example below.**
- **Compare Draft Paragraph 1 to Revised Paragraph 1.**
- **Note the underlined sentences with numbers above. These sentences have been changed in the Revised Paragraph version.**
- **The numbers (1-8) from the Revision Checklist identify the items that need to be revised to improve the Draft Paragraph.**
- **You will practice these same steps in the quizzes that follow.**
- **You will see underlined sentences which need revision and you will select the numbers (1-8) from the Revision Checklist that represents the change that is needed to be made.**
- **There can be more than one correct number. The teacher may ask you to explain your number choice.**

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Example:

Draft

Paragraph 1

Last Febuary, on a cold day I found a dog. She was cold scared dirty and looked sad. I

2 7

knew she was hungary because her bones were sticking out. I was cold and hungary

2 7

too. I hoped mom had a delicious hot dinner ready. She was very cute and very

friendly. I felt bad for her because she kept following me. I saw a wound on her neck

and wondered where she had been and how long she had been lost or if she was lost at

2 7

all. Maybe she had an abusive owner and ran away? I like summer better than winter.

2 7 6

I bet dogs do to! It was an older female dog.

Last Febuary, on a cold day I found a dog. It was an older female dog. She was cold scared dirty and looked sad. I knew she was hungary because her bones were sticking out. She was very cute and very friendly. I felt bad for her because she kept following me. I saw a wound on her neck and wondered where she had been and how long she had been lost or if she was lost at all. Maybe she had an abusive owner and ran away? In spite of it all, I liked her.

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Dear Learner,

Don't forget, this draft has both revision and editing items that must be changed. Remember to follow the writing process:

- First you revise.
- Then you edit.

So... the revised draft will still have editing errors that you will correct later.

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Dear Teacher. At this time it is a good idea for you and the class to go over the changes that were made to paragraph 1.

Thanks, Smarty. That's a great idea. That would help us a lot.



Continued after Quiz 3

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Well done, Dora. That is exactly what you do when you revise. Another good trick is to have a friend or classmate read it, too. Why? Your writing looks fine to you because you are so used to your work. Someone else can see where you can make improvements faster than you can. They have fresh eyes! That is why most writers have someone else proofread for them. I hope you do too.