



ELA Virtual Learning

Composition and Reading 2: Editing Process

May 20, 2020



Composition and Reading II

Lesson: May 19, 2020

Objective/Learning Target:

Students will use editing skills to edit and revise their essays.



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Answer the following questions in your notebook.

Starting Question(s):

- 1. What should you look for when you edit?**
- 2. Why edit if google underlines the mistakes for me?**
- 3. What is the purpose of editing?**

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Warm Up Answers (may vary)

1. Organization, should sentences or paragraphs be moved, word choice, style, transitions, citations, etc. There are several aspects of the essay that that can be changed.
2. Google will only underline spelling mistakes, capitalization errors, and punctuation. Google is proofreading your paper (to a degree, it will still miss things). Editing is up to you.
3. The overall purpose is to make sure that what you wanted to say comes across clear and meaningful.

Learn: Steps of Editing

- 1) After writing your rough draft, step away from the paper. Stop thinking about it for 2-3 days. When you go back to editing it, it will give you fresh eyes.
- 2) Read your paper out loud. Often times, when we read something silently, our brain will replace what the essay should say, instead of what it actually says. Reading the essay out loud helps you to hear what the essay says.

Learn:

- 1) When reading out loud, listen for and highlight parts and sections that you notice:**
 - a) Sentences that are too long**
 - b) Jumping from point to point without any connections**
 - c) Sections that are difficult to read out loud due to word choice**
 - d) Examples, facts, statistics that do not clearly support my thesis**
 - e) Places where the flow of the essay does not make sense**
 - f) Words that are used over and over again**

Learn:

- 1) The sections that you highlighted while reading out loud are the sections that need to be revised.
 - a) After noting which sections need to be revised, ask
 - i) How do I make this better? What is it that I want to say? What other options do I have?
 - ii) Sometimes, it will be really clear on how to change, other times you might have to change it 3 or 4 times.

Practice:

Attached Is a Google Doc. Practice editing this letter that I wrote to my students. What suggestions would you make?

[Editing Practice](#)

Practice Checklist:

There is no right or wrong answer. However, here is a checklist:

- 1) Did the paragraphs flow from one to another? Should they be reorganized? Were there appropriate transitions?
- 2) Where could the content be expanded?
- 3) Any redundant wording and/or sentences?
- 4) Are there any sentences that are too long? Which ones?
What suggestions do you have about how to fix them?

Wrap Up:

Now that you have had practice editing, go back and edit your essay. Remember the goal is to make it a clearer, stronger essay.

Extra Resources:

[Editing Tips from University of North Carolina](#)

[5 Important Easy Steps to Edit Your Essay](#) (has good tips but some might be hard to do currently, but still important to know)