The Two Goats Checklist

STRUCTURE

- [ ] name and date in upper left-hand corner
- [ ] composition double-spaced

title centered and repeats 1-3 key words from final sentence

- [ ] checklist on top, final draft, rough draft, key word outline

STYLE

Dress-Ups (underline one of each)

- [ ] -ly adverb
- [ ] who/which clause
- [ ] strong verb

MECHANICS

- [ ] capitalization
- [ ] end marks and punctuation
- [ ] complete sentences
- [ ] correct spelling