Use this sheet to keep track of areas where you can improve your writing. The various selections enable you to track areas where you can strengthen your writing.

|  |  |  |  |
| --- | --- | --- | --- |
| **Write the sentence where the problem occurs here:** | **Write a corrected view of the sentence here:** | **Identify the corrected problem and the problem area here:** | |
|  |  | Grammar  Word choice  Run-on  Commas  Clarity  Spelling | Punctuation  Sentence structure  Verb tense  Documentation  Active voice  Dead words |
|  |  | Grammar  Word choice  Run-on  Commas  Clarity  Spelling | Punctuation  Sentence structure  Verb tense  Documentation  Active voice  Dead words |
|  |  | Grammar  Word choice  Run-on  Commas  Clarity  Spelling | Punctuation  Sentence structure  Verb tense  Documentation  Active voice  Dead words |
|  |  | Grammar  Word choice  Run-on  Commas  Clarity  Spelling | Punctuation  Sentence structure  Verb tense  Documentation  Active voice  Dead words |
|  |  | Grammar  Word choice  Run-on  Commas  Clarity  Spelling | Punctuation  Sentence structure  Verb tense  Documentation  Active voice  Dead words |
|  |  | Grammar  Word choice  Run-on  Commas  Clarity  Spelling | Punctuation  Sentence structure  Verb tense  Documentation  Active voice  Dead words |