



TEN WAYS TO CHECK YOUR WRITING BEFORE YOU SEND IT OUT

1. Do a search for door, doorway, just, walk, stand and sit. Can any of those sentences be made stronger with some editing?
2. Change the font on your document, make it bigger, now read for mistakes.
3. Watch out for mirror writing—do you use the same word several times close together? It's an easy thing to do when you're writing. Replace those words.
4. Search for your and you're—did you use them correctly?
5. Search for the word **here**, you might be surprised that you left off the 'e'.
6. Search for the word **feel** if you've used it to describe how your character feels, you are telling. Edit.
7. Check for direct thoughts from your character. If they are in italics, change them back to the regular font. The reader knows the character is thinking (if you've handled POV correctly) so there is no need for the italics.
8. This one is easy but often trips us up as writers. Did you change the spelling of your character's name? Do a search for the old version and fix any that have slipped past.
9. Read your work aloud. It's hard, and feels funny but do it. Don't read it like a movie script with voice changes because you won't catch the odd sounding sentences.
10. Check for senses, have you used more than sight? Don't forget to add smell, touch, hearing and taste
11. **BONUS!** Check each scene and make sure one of these things is occurring.
 - Progress or change is being made toward your character's goal
 - The character is facing a problem, disaster, or conflict keeping him from his goal
 - Showing a character's reason (motivation) for a change in his goal

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