

Information Writing Checklist Grade 4
North Smithfield School Department

Student _____ **Date** _____

Writing Process

- With guidance and support I strengthened my writing as needed by:
 - planning/prewriting
 - revising/drafting
 - editing/revising

Purpose: Information

- I introduced a topic clearly.
- I provided a general observation and focus.
- I grouped related information logically; included formatting (e.g., headings), illustrations, and multimedia when useful to aiding comprehension.
- I developed the topic with (checked all that I used)
 - facts
 - definitions
 - concrete details
 - quotations
 - or other information and examples related to the topic.
- I linked ideas within and across categories of information using words and phrases e.g.,
 - another
 - for example
 - also
 - because
- I used strong words and new subject vocabulary to inform about or explain the topic.
- I provided a concluding paragraph related to the information or explanation presented.

Language

- I showed an understanding of:
 - spelling
 - usage
 - capitalization
 - punctuation
 - paragraphing
- I read my writing aloud to listen for any errors.
- This is my very best writing.