

Information Writing Checklist Grade 6
North Smithfield School Department

Student _____ Date _____ Task _____

Production and Distribution of Writing

- Strengthens writing as needed by
 - planning
 - revising
 - editing
 - rewriting

or trying a new approach after rethinking how well questions of purpose and context have been addressed.

Text Types and Purposes

- Introduces a topic clearly, previewing what is to follow. **(Organization and Ideas)**
- Organizes ideas, concepts, and information using strategies such as definition, classification, comparison/contrast, and cause/effect.
- Includes formatting (e.g., headings), graphics (e.g., charts, tables), and multimedia when useful to aiding comprehension. **(Organization and Ideas)**
- Organizes and presents ideas through use of
 - introduction
 - thesis statement/controlling idea
 - body paragraphs
 - conclusion
- Develops the topic with relevant, well-chosen facts, definitions, concrete details, quotations, or other information and examples. **(Ideas)**
- Uses appropriate transitions to clarify the relationships among ideas and concepts. **(Organization, Word Choice, and Sentence Fluency)**
- Uses precise language and domain-specific vocabulary to inform about or explain the topic. **(Voice and Word Choice)**
- Provides a concluding statement or section that follows from the information or explanation presented. **(Organization and Ideas)**

Research to Build Knowledge

- Gathers relevant information from multiple print and digital sources
 - Uses effectively tailored searches.
 - Quotes or paraphrases the evidence, avoiding plagiarism following a standard format for citation.

Language

- Demonstrates a grade-appropriate understanding of the conventions of standard written English (e.g., spelling, usage, capitalization, punctuation, and paragraphing); errors do not impair the readability. **(Conventions)**