

# Revising and editing

- You have written paragraphs very quickly.
- Every paragraph could always be better.
- After you write, read what you wrote and think about how it could be better.
- Write it again with those changes.

# Revising and editing

- Minor revisions: Sometimes you just need to fix small mistakes or add more information.
- Major revisions: Sometimes you need to go back to the thinking and organizing to make the paragraph clearer or more complete.
- After you revise, read it again.
- Grammar is the ***least*** important thing, but do fix mistakes if you find them.

# Revising

You can make pie if you follow some steps. First, make the crust. Combine flour with butter and water. Be careful not to stir too much. Next, choose the filling. Apples, strawberries, or rhubarb are all tasty fillings. Finally, bake the pie in the oven at  $170^{\circ}$  for 40 minutes. You will know it is done when the crust is golden brown.

# Revising

How many steps?

You can make pie if you follow some steps. First, make the crust. Combine flour with butter and water. Be careful not to stir too much. Next, choose the filling. Apples, strawberries, or rhubarb are all tasty fillings. Finally, bake the pie in the oven at 170° for 40 minutes. You will know it is done when the crust is golden brown.

What do I do with the filling?

How much of each ingredient?

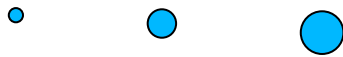
Maybe I should add other kinds, like cream pies or meat pies, too.

# Revising: Minor revisions

You can make pie if you follow **three** steps. First, make the crust. Combine **150 grams** of flour with **100 grams** of butter and **30cc** water. Be careful not to stir too much. Next, choose the filling. Apples, strawberries, or rhubarb are all tasty fillings. **Slice the fruit, mix it with sugar, and put it into the crust.** Finally, bake the pie in the oven at  $170^{\circ}$  for 40 minutes. You will know it is done when the crust is golden brown.

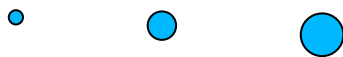
# Revising: Major revisions

○ Think



- Apple pie
- Four steps

○ Organize



Same order, but  
more detail

○ Re-write

○ Revise again if necessary

It took four tries  
to revise this.

# Revising: Major revisions

You can prepare a delicious apple pie if you follow these four steps. First, make the crust. Combine 150 grams of flour with 100 grams of butter and 30cc water. Roll the dough into a thin sheet and put it in a pie pan. Next, peel five or six apples and slice them into thin pieces. After the apples are sliced, mix them in a large bowl with 150 grams of sugar and 10 grams of cinnamon. Gently spoon the apple mixture into the crust. The last step is to bake the pie in the oven at 170° for 40 minutes. When the crust is brown and the apples are soft, remove the pie from the oven and let it cool for 15 minutes.

# “Clean copy”

- You may need to revise and rewrite several times.
- When you can't improve anymore, prepare a “clean copy”.
- Only your final paragraph – no notes, early versions, or other writing – should be on the page.
- Neatness counts.



Taro Meidai

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## My Wonderful Paragraph

To get the best grade, always hand in a clean copy of your paper. Be sure to indent the first line. Leave a margin on all sides of the page. Don't include any other writing on the page. Finally, make sure your name is at the top of the page. In this way, your clean copy will please the teacher and not lose any points.

**Name and ID number  
at the top of the page**

Taro Meidai  
001234569

**A title is optional. If you use one, put it at the top.**

My Wonderful Paragraph

**Leave space on  
the top, bottom,  
left, and right.**

**Indent the first word on the first line.**



→ To get the best grade, always hand in a clean copy of your paper. Be sure to indent the first line. Leave a margin on all sides of the page. Don't include any other writing on the page. Finally, make sure your name is at the top of the page. In this way, your clean copy will please the teacher and not lose any points.

**Only indent the first sentence.  
After that, continue every  
sentence on the same line as  
the one before it.**

**Left margin is straight after the first line.**

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## My Wonderful Paragraph

To get the best grade, always hand in a clean copy of your paper. Be sure to indent the first line. Leave a margin on all sides of the page. Don't include any other writing on the page. Finally, make sure your name is at the top of the page. In this way, your clean copy will please the teacher and not lose any points.

# Revising tips

- Remember, someone else (not just you) will read what you wrote.
- Your goal is to communicate your ideas. Does this paper succeed at that goal?
- Try to imagine someone reading the paper. Is there anything she or he might find unclear, distracting, or not completely explained?
  - This is the hardest part of revising: trying to imagine what someone else will think about your ideas.