**REVISION**

**Goal:** You will be able to revise your partner’s essay by rearranging pieces, adding important details, removing irrelevant information, and substituting basic words with vivid words to make your essay coherent.

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| **A.R.M.S.** | **Example** | **Your Suggestion**  |
| **Add** (details, sensory details, vivid words)  |  |  |
| **Remove** (unneeded words or sentences, any sentences that don’t make sense)  |  |  |
| **Move** (change or move sentences or words that fit it another spot)  |  |  |
| **Substitute** (make any words that are not vivid into vivid words) |  |  |

**EDITING**

**Goal:** You will be able to edit your partner’s essay by capitalizing appropriate words, using correct words and sentences, using punctuation correctly, and spelling words accurately.

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| **C.U.P.S.** | **Example** | **Your Suggestion**  |
| **Capitalization**beginning of sentences proper nounstitlesIInside quotes  |  |  |
| **Usage** subject verb agreementsentence fragmentsrun-on sentencesverb tensepronoun case form double negatives  |  |  |
| **Punctuation** end of sentences . ! ? comma ,quotes “ ”  |  |  |
| **Spelling** Check all words. Use a dictionary if needed.  |  |  |

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