

**Directions & Information:** If you have scored a less than desirable mark in any of the 6-traits of writing (from the *Rubrics* handout), then consult the matrix below for tips on how to improve your writing.

<b>Ideas</b>	<b>Organization</b>	<b>Voice</b>	<b>Word Choice</b>	<b>Sentence Fluency</b>	<b>Conventions</b>
<ul style="list-style-type: none"> <li>• Select facts and supporting details (observations, examples, conversations, experiences, classroom notes, interview questions, texts)</li> <li>• Support ideas with accurate facts, connected with experiences when applicable</li> <li>• Write an opinion with convincing reasons and use details that support the reasons</li> <li>• Support, explain, and elaborate on the main idea or position</li> <li>• Support plot development through clearly defined events or experiences</li> </ul>	<ul style="list-style-type: none"> <li>• Remove clutter from writing that does not support the main idea or position</li> <li>• Determine how facts and details can be organized</li> <li>• Present writing with an engaging introduction, interesting body, and effective conclusion</li> <li>• Organize multiple paragraphs around central ideas or major points in logical order</li> <li>• Use transitional phrases (in the beginning, my second point, the next day, after that) to move from paragraph to paragraph</li> <li>• Maintain format of assigned genre</li> <li>• Make sure to include a <i>Works Cited</i> page (if applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• Match tone to the purpose of writing (serious, light, humorous, etc.)</li> <li>• Begin to write with voice unique to the writer (personality, rhythm, liveliness, etc.)</li> <li>• Use direct quotations from the text</li> </ul>	<ul style="list-style-type: none"> <li>• Write sentences including descriptive words that create pictures in the reader's mind</li> <li>• Choose precise nouns, vivid verbs and attention-grabbing adjectives and adverbs (descriptive language)</li> <li>• Use figurative language in writing (rhyme, rhythm, alliteration, simile, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Write using varied sentence starters</li> <li>• Write using a variety of sentence lengths</li> <li>• Link ideas using because, when, since, unless, as, after, before, until and conjunctions (and, but, or)</li> <li>• Write declarative, interrogative, imperative, and exclamatory sentences</li> <li>• Write simple, compound and complex sentences.</li> <li>• "Sounds great" when read aloud</li> </ul>	<ul style="list-style-type: none"> <li>• Capitalize first word of a sentence and in a quotation (when applicable), proper nouns, the pronoun "I"</li> <li>• Punctuate simple, compound, and complex sentences</li> <li>• Use commas in a series, in dates, in an address, in greetings and closings of letters, in quotations when needed</li> <li>• Use apostrophes in contractions and possessives</li> <li>• Use subject-verb and noun-pronoun agreement in all sentences</li> <li>• Use singular and plural nouns, pronouns, possessive nouns, and verbs</li> <li>• Write prepositional phrases</li> <li>• Use verb tense (regular and irregular) that makes sense in a sentence</li> <li>• Either indent the first word of a paragraph or include a line break, but NOT BOTH.</li> <li>• Spell common, frequently used words and academic vocabulary correctly</li> </ul>