

SOCIAL STUDIES WRITER'S CHECKLIST

GRADES 6, 7, 8, HS

As you write your response, try to meet these important requirements:

- Show an in-depth understanding of the topic.
- Answer all parts of the question.
- Support your ideas with many well-chosen examples from all of the relevant documents.
- Support your ideas thoroughly with facts from your own knowledge of the topic, beyond the information that is given in the documents.
- Include specific, relevant, and accurate details.
- Communicate your ideas well and use logical reasoning.
- Your response should be long enough to fully answer the question. This will usually require more than one paragraph.

Following the steps below will help you write a successful extended response.

Step 1: Planning and Drafting

- ✓ Read the question carefully.
- ✓ Think about what you will write before you begin.
- ✓ Be sure you include your ideas about all parts of the question.
- ✓ Be sure to include both examples from the documents and information from your own knowledge to support your ideas.
- ✓ Put your ideas in a logical order.
- ✓ Use paragraphs to separate different main ideas.

Step 2: Revising

- ✓ Review the requirements listed above to make sure you have covered all the points.
- ✓ Reread your first draft.
- ✓ Develop your ideas in more detail if needed.
- ✓ Rearrange ideas or change words to make your meaning clear and improve your writing.

Step 3: Proofreading

- ✓ Reread your final draft and correct any errors you find.

Points to Remember

- ✓ Only the final draft typed on the computer screen will be scored.
- ✓ Responses with fewer than 25 words will not be scored.
- ✓ Use the Enter key and the space bar to create new paragraphs. The Tab key cannot be used to indent a paragraph.
- ✓ You will not be able to underline or use italics. This will not affect your score.