

Revise Checklist for Persuasive Writing



1. Be certain the thesis is clear, not wordy. The thesis must address the reader's concern. Use an action verb rather than a "to be" verb.
2. Check that each paragraph has a topic sentence—one supportive reason that shows the thesis is correct.
3. Be certain that each supportive reason is entirely different from the others.
4. Check that each supportive reason has a transition or transitional phrase.
Now, analyze one paragraph at a time. Follow the steps below for each body paragraph.
5. Stay on topic. Compare each sentence in the body paragraph with the assertion.
6. Circle the first word of the sentence to see that each sentence begins differently.
7. Revise sentences that begin the same.
8. Check that your supportive reason has comments and/or examples that clarify the reason. Your details must develop the reason given.
9. Be certain that your details are factual and logical; do not exaggerate.
10. Add "comment connectors" (see below).
11. Check that you have tied your comment to the main point.
12. There must not be any slang, and your wording must be respectful to the reader.
13. Check that the following words have not been used: you, your, I, me, my, should, maybe, might, probably, I think, good, bad.
14. Improve your vocabulary. Verbs must be powerful.
15. Add adjectives and adverbs.
16. Be certain that you have a variety of sentences: complex, compound, sentences with participial phrases, and sentences that begin with an infinitive verb phrase (see back).
17. Conclusion: Tie the body paragraph's assertion to the thesis statement.



Comment Connectors:

In fact
For this reason
Therefore
Hence
Consequently
As a result
For example
For instance
To illustrate

Supportive Reason

Transitions:
First
Furthermore
In addition
Most importantly
Next
Then
Finally

Bridge Transitions:

Clearly
Obviously
Yes
Be assured
Evidently
Be certain
Undoubtedly
Evidence shows that
Without question
Surely
Certainly
Unquestionably

Transitional device for presenting the solution:

The Question & Answer Technique

Examples:

- What will eliminate this dilemma? A mandatory uniform is the answer.
- How can we resolve this issue? Require students to wear uniforms.

Turn the page over. ➔

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Complex Sentences

A complex sentence has at least one dependent clause and one independent clause.

Clause: group of words with a verb and a subject

Example: When I fell off the horse, I broke my arm.

dependent clause

independent clause

Note: S = subject V = verb

subordinating conjunctions: *When While As After Before Since If*

Compound Sentences

A compound sentence is a sentence containing two independent clauses (complete sentences). The clauses must be joined one of three ways:

1. Using a comma plus a coordinating conjunction

Example: I detect a strange noise and jump with fright, but I soon realize it's just the cat.

Coordinating conjunctions: and but or nor for yet so

2. Using a semicolon

Example: I detect a strange noise and jump with fright; I soon realize it's just the cat.

3. Using a semicolon-transition-comma

Example: I detect a strange noise and jump with fright; however, I soon realize it's just the cat.

Cause and Effect Transitions: therefore consequently as a result hence

Contrast Transition: however

Participial Phrases

When an *-ing* or *-ed* verb is used as an adjective, it is called a participle.

Examples of participles:

The singing chef entertained us while he cooked.
adjective/participle

The abandoned house needs a thorough cleaning.
adjective/participle

The combination of the participle and all the words that relate to it is called a participial phrase.

Example:

The monster shrieks, causing everyone to howl.

participial phrase

Infinitive Verb Starters

When a verb has the word **to** written before it, it is an infinitive verb. The infinitive verb is never the main verb within a sentence, and the verb never changes tense—even within a past tense sentence. **Example:** Never add *-ed* or *-ing*.

When a sentence begins with an infinitive verb phrase, we must scrutinize the first noun that follows the infinitive verb phrase. This first noun must be the noun performing the action within the infinitive verb phrase.

Correct: To prepare for the party, I removed eleven cobwebs.

Here, the first noun, "I," is preparing for the party.

Incorrect: To prepare for the party, cobwebs were removed.

Here, the first noun within the independent clause, "cobwebs," is preparing for the party.