

# Planning, Revising, and Editing

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Score: \_\_\_\_\_ / 10



## Quick Review

REVISING changes the IDEAS and structure of a draft (add details, cut what doesn't fit, reorder). EDITING fixes grammar, spelling, and punctuation. Strong writers do both, often more than once.

### PART 1 — READ

Read the passage. Then answer the questions.

#### Student first draft — “my trip to the science center”

(1) last saturday me and my brother went to the city science center it was raining hard. (2) we took the bus there it took 25 minutes. (3) the first room was about space, it had a big black wall with tiny lights for stars. (4) i love pizza. (5) my brother liked the rocket model the best he said it was almost as tall as our dad.

(6) After lunch we found the weather room. (7) A guide showed us a small tornado made of fog. (8) she said warm air and cold air mix to make storms. (9) Then we tried a button that made lightning sparks behind glass it was loud and bright. (10) When we got home we told mom every single thing.

### PART 2 — PRACTICE

The draft below has realistic 4th-grade errors. Use it to answer the items.

- Which is the BEST revision of sentence (1) for capitalization AND punctuation?
  - last Saturday my brother and I went to the city science center, it was raining hard.
  - Last Saturday, my brother and I went to the City Science Center. It was raining hard.
  - Last saturday, me and my brother went to the city Science center it was raining hard.
  - Last Saturday, my brother and I went to the city science center it was raining hard.
- Sentence (2) is a RUN-ON. Which is the BEST fix?
  - We took the bus, there it took 25 minutes.
  - We took the bus there it took 25 minutes, and we sat in the back.
  - We took the bus there. The trip took 25 minutes.
  - We took the bus there, it took 25 minutes.



3. Sentence (3) has a COMMA SPLICE. Which is the BEST fix?
  - A. The first room was about space; it had a big black wall with tiny lights for stars.
  - B. The first room was about space it had a big black wall with tiny lights for stars.
  - C. The first room, was about space, it had a big black wall.
  - D. The first room was about space, but it had a big black wall with tiny lights for stars.
4. Which sentence should be DELETED because it does not belong in this paragraph?
  - A. sentence (2) — about the bus ride
  - B. sentence (3) — about the space room
  - C. sentence (4) — *i love pizza*
  - D. sentence (5) — about the rocket model
5. Sentence (5) is a run-on. Which is the BEST revision?
  - A. My brother liked the rocket model the best. He said it was almost as tall as our dad.
  - B. My brother liked the rocket model the best, he said it was almost as tall as our dad.
  - C. My brother liked the rocket model, the best he said it was almost as tall as our dad.
  - D. My brother liked the rocket model best, almost as tall as our dad he said.
6. Where is a COMMA missing in sentence (6)? *After lunch we found the weather room.*
  - A. After[,] lunch we found the weather room.
  - B. After lunch[,] we found the weather room.
  - C. After lunch we[,] found the weather room.
  - D. No comma is needed.
7. Which is the BEST revision of sentence (8) to add a SPECIFIC detail?
  - A. She said warm air and cold air mix to make big storms with lots of energy.
  - B. She said warm-cold-air storms happen.
  - C. She said when warm, moist air rises and meets cold, dry air, thunderstorms can form.
  - D. She said storms happen sometimes, depending on the weather.
8. Sentence (9) contains a RUN-ON. Which is the BEST revision?
  - A. Then we tried a button that made lightning sparks behind glass, it was loud and bright.
  - B. Then, we tried a button that made lightning sparks behind glass it was, loud and bright.
  - C. Then we tried a button, that made lightning sparks behind glass it was loud and bright.
  - D. Then we tried a button that made lightning sparks behind glass. It was loud and bright.
9. Rewrite sentence (10) so it (a) uses a STRONGER DETAIL than “every single thing,” and (b) capitalizes Mom correctly when used as a name.  

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10. Look at the whole draft. Name ONE REVISION (idea change) AND ONE EDIT (grammar/spelling/punctuation fix) you would still make.

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## Answer Keys

- 1  A  B  C  D
- 2  A  B  C  D
- 3  A  B  C  D
- 4  A  B  C  D
- 5  A  B  C  D

- 6  A  B  C  D
- 7  A  B  C  D
- 8  A  B  C  D
- 9
- 10

### Explanations

<b>1. B</b>	B fixes EVERY error: capital <i>Last Saturday</i> , comma after intro phrase, pronoun order ( <i>my brother and I</i> ), proper noun <i>City Science Center</i> , and splits the run-on into two sentences. A is a comma splice. C keeps <i>me and my brother</i> and misses several capitals. D fixes most words but leaves the run-on.
<b>2. C</b>	C splits the run-on into TWO complete sentences and clarifies the subject. A and D are comma splices (still run-ons). B keeps the run-on and adds even more text.
<b>3. A</b>	A uses a SEMICOLON, which correctly joins two closely related independent clauses. B drops the comma and creates a run-on. C adds a comma between subject and verb. D adds <i>but</i> , which signals contrast that isn't true here.
<b>4. C</b>	Sentence (4) is OFF-TOPIC — the paragraph is about the science center trip, not food. The other sentences all teach something about the trip (transportation, exhibits, rocket model).
<b>5. A</b>	A splits into two clear sentences with a real subject for each. B is a comma splice. C misplaces the comma and creates confusion. D is grammatically awkward and rearranges meaning.
<b>6. B</b>	A comma follows an INTRODUCTORY PHRASE ( <i>After lunch</i> ). Placing it after <i>After</i> (A) splits the phrase; placing it after <i>we</i> (C) cuts the subject from the verb; D leaves out the needed comma.
<b>7. C</b>	C names the SPECIFIC kind of air (warm and moist vs. cold and dry) and the result (thunderstorms) — a real informative detail. A just adds adjectives without new content. B is awkward and shorter than the original. D is vaguer than the original.
<b>8. D</b>	D splits the run-on into two complete, well-punctuated sentences. A is a comma splice. B and C insert commas in wrong places without fixing the run-on.
<b>9.</b>	<b>Answer:</b> Examples: (1) When we got home, we told Mom about the tornado, the lightning button, and the rocket that was almost as tall as Dad. (2) When we got home, we told Mom every story from the day — even the part where the lightning button made my brother jump. Accept any rewrite that (a) capitalizes <i>Mom</i> when used as a name and (b) replaces <i>every single thing</i> with one or more specific details from the trip. NOT acceptable: rewrites that keep the vague phrase, or that lowercase <i>mom</i> when used as a name.
<b>10.</b>	<b>Answer:</b> Examples — Revision: add a closing sentence that tells how the day made the narrator feel; OR move the rocket model into its own paragraph so each exhibit has its own section. Edit: capitalize the title (<i>My Trip to the Science Center</i>); OR capitalize the first word of every sentence (<i>last → Last, we → We, she → She</i>). Accept any response that gives BOTH (a) a content/structure REVISION and (b) a separate MECHANICS edit. NOT acceptable: two edits (e.g., two capitalization fixes), or two revisions, or a single answer that mixes both.



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