

## Summer 2 Week 4

### Proofreading and Editing

#### Lesson 1

Visit this website and open the lesson

<https://www.bbc.co.uk/bitesize/articles/zmcsy9q>

**Proofreading and editing** is the process of looking through your work, finding mistakes and correcting them. It's a very important part of the writing process.

Most authors, even famous ones, check and rewrite their stories many times before they are happy to let someone else read them.

Watch the short clip to learn more about proofreading and the following clip to see why it's also important to **proofread** in everyday life.

Complete activities 1 and 2 online.

#### Top proofreading and editing tips

- **Once your story is finished, read it to yourself.**
- **Pretend that someone else wrote the story, see how well you think the story is written and then rewrite it to make it better.**
- **Use conjunctions to make your sentences flow and make sense.**
- **Double-check your facts.**
- **Look out for spelling, grammar and punctuation mistakes.**

- **Look for words or sentences that you can make better by choosing different vocabulary, adding description or adding adverbs.**



Reflection: Look at the top tips above. Which of these areas do you need to **focus on** in your writing?

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## Lesson 2

**Read Lauren's diary entry.**

**It's a good start, but the spelling, punctuation and grammar needs proofreading. That's your job!**

You can edit on the screen or you could print the extract out and edit it by crossing out mistakes and adding in corrections.

Or you could write a list of all the mistakes you can spot on a sheet of paper instead.

### Top tips!

**Look out for:**

- spelling mistakes (such as 'gud' which should be spelled 'good')
- punctuation mistakes (such as missing full stops and capital letters)
- grammatical errors (such as missing words or words not in the past tense)

**Dear Diary,**

**Today was a gud day As the sun came in threw my curtains, I could smell breakfast cooking downstairs. I got out my bed, threw on my school clothes and went downstairs**

**i sat down at the kitchen table in my spot and mum gave me my favourite breakfast of scrambled eggs on toast. Yum! i ate it fastly. I saw the time so jumped up from table, gave my mum a hug and picked up my school bag. i set of to school.**

**When we arived, are teacher was handding back our maths test papers. I tried really hard on it but was worried in case I didnt do very well. i look and a big grin spread across my face. I full marks! I couldnt wait to tell ben, my best friend.**

**Lunch time continued to be grate! The menu was pizza whith cocolate pudding for desert. After, I played football whith Ben and we won! Then all afternoon was art which is my favourite subject.**

**we using the paints to make an landscape picture of the school field. my teacher showed mine to the hole class becoz it was really gud.**

**After school I got home and my mum told me that we were gunna go out to the cinema and having burgers for tea we had a gud time!**

**Im riting this just before i go bed and cant believe what a grate day it has been. I hope tomorrow is just as good**

**Lauren x**

### **Lesson 3**

Now choose three paragraphs from Lauren's diary entry and rewrite them.

This time you should focus on improving the quality of her writing by adding more **detail and description**.

You could:

- **add more impressive vocabulary**
- **add adjectives**
- **add adverbs**
- **add more detail**

For example: 'As the sun came though my curtain' could become '**As the pale, morning sun glimmered around the edges of my curtains.**'

Top tip!

Choose three paragraphs that follow on from each other.

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