

Spelling revision rubric

Metacognitive skill targeted: Monitoring, self-assessment, self-reflection, self-revision, self-correction

When to use it

Use the template in order to reflect on a spelling exercise or after completing a specific task/exercise. Try to take responsibility of your own spelling achievement and your own writing and revise it by following the checklist.

What you'll do

This template is a spelling revision rubric. It helps you do self-revision on a spelling exercise by following the checklist's boxes. Devote time to check and self-reflect on your spelling task and, eventually, try to correct your own mistakes.

What You Need

*A printed sheet of the template

*A pencil/pen

How to use it

Reread your text/spelling exercise while having the spelling revision rubric beside you. Follow the checklist and without rushing reflect on its revision prompts. In this way you can self-revise and enhance your writing by correcting possible errors (e.g. spelling rules, capital letters etc.), adding possible missing clues (e.g. punctuation marks) or/and making your exercise/text more legible (e.g. appropriate space between different words, legible letters and words, no smudges etc.).

About this Template

Use the spelling rubric as a guide with steps for self-revision. Make a check mark (✓) in the boxes after checking in your spelling exercise the content of each revision prompt.

Tips for Reuse / Continuation

- Ask your teacher to have a modelisation of the process on the class board; it will be very helpful if you first exercise this self-correction process in class through teamwork or a peer-revision task.
- Use the spelling rubric to do peer-revision; Try to correct possible mistakes or improve the image of your classmate's spelling exercise. Let him/her do the same for your own spelling exercise.
- Use the spelling rubric after your teachers' comments to self-correct your own spelling errors, which he/she has detected and underlined; That is, your teacher can underline on your exercise/text the spelling errors. If needed, you can agree on a correction code with your teacher (for instance: S for spelling mistakes, P for punctuation mistakes, C for capital letters etc.). Reread your writing and try to correct your mistakes and improve your exercise/text. At this point you can use the spelling rubric as a revision guide and your lexicon/online dictionary as well.



SPELLING REVISION CHECKLIST



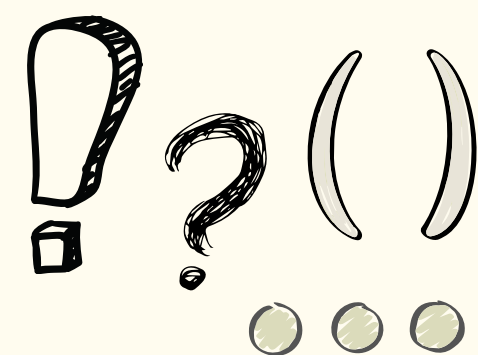
Spelling

Check spelling rules where appropriate.



Punctuation

End each sentence with an appropriate punctuation mark.



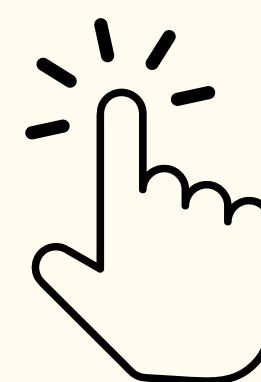
Capital letters

At the beginning of each sentence and for proper nouns.



Finger spaces

Appropriate gap between each word.



Legible writing

Ensure that letters and words are legible and that there are no smudges in your writing.

