

# Self-Edit Checklist

[www.grammarist.com](http://www.grammarist.com)

Spelling and Grammar

Unnecessary Words

Clarity

Fancy Words

Passive Voice

Repeated Words

Long Sentences

Sentence Structure Variety

Consistent Tone

"Very" and "Really"

Cliches

Parallelism

Jargon

Hedging

Formatting

Consistent Verb Tense

Phrases You Can Replace in One or Two Words

Sentences and Paragraphs Starting the Same Way