

MESSAGE - I CAN...

1. Add a **title** that will hook the reader in (when I need to)
2. Use the **text structure** that will meet my purpose and then follow the rules for that text type
3. Include important **details** that the reader will need to know
4. Sort my ideas into **paragraphs**
5. **Hook** the reader in at the beginning of my writing
6. Start my sentences with different **OPENERS**, using both long and short sentences
7. **Choose my words** carefully, sometimes with the help of a thesaurus
8. Use **similes, onomatopoeia** and **alliteration**
9. Use **'show' not 'tell'** e.g. 'a tear rolled down my cheek' to show that I was sad
10. Use **topic words** e.g. magma & cone when writing about volcanoes

TOOLS - I CAN...

1. Spell words I don't know using **spelling rules** that I have learnt
2. Spell most words from **Lists 1 - 7**
3. Use **full stops, capital letters, exclamation marks, question marks** correctly
4. Use **commas for lists** and **speech** punctuation correctly
5. Use the right **tense** - past, present or future
6. Use different sentence types (compound and complex) using a range of interesting **CONNECTIVES** e.g. because, although, also, as well as, however, which, but, since, after, when

PROCESS - I CAN...

1. Choose the **planning organiser** I will use that will help me meet my purpose
2. **Re-read** my writing to check that it meets my purpose and that my message is clear
3. Ask people for **feedback** so I can improve my writing for my audience
4. **Edit** my writing by changing a word for a better one or by making my sentences easier to understand (think of my audience)
5. **Proof read** for spelling and punctuation, using a dictionary or class poster to correct my mistakes
6. **Re craft** my writing by changing the order of ideas and by adding detail that my audience will need to know
7. **Review** my writing critically - is this the best I can do?