

Revision Checklist: Biography/Autobiography

Criteria	Always	Some	Rarely	Ideas for revision
1. Have I done enough research? Is my writing referenced?				
2. Opening statement – Does it identify the person? Is it interesting?				
3. Opening statement – Do I say why they are famous or important?				
4. Have I written about the important events in their life?				
5. Are these events in time order?				
6. Have I paragraphed my writing?				
7. Have I referenced the subject using pronouns throughout the text?				
8. Do I use time connectives to sequence events appropriately?				
9. Have I used adverbial phrases to give details?				
10. Have I included any opinions about the person?				
11. Have I used first person for an autobiography? Have I used third person for a biography?				
12. Have I written in past tense?				
13. Do I use conjunctions to link my ideas?				
14. Does my writing inform the reader?				