

# Revision Checklist: Scientific Report

Criteria	Always	Some	Rarely	Ideas for revision
1. Title – Does it clearly identify the topic? Is it general?				
2. Opening statement – Does it classify or group the topic?				
3. Opening statement – Does it give some examples?				
4. Have I organised my writing with subheadings and/or paragraphs?				
5. Does each paragraph describe a different part of the topic?				
6. Does each paragraph give details to support the main idea?				
7. Do I have an interesting concluding statement?				
8. Do I use technical words appropriately? Have I used a glossary?				
9. Have I used noun groups to help my description?				
10. Have I used interesting verbs and adverbs?				
11. Have I used present tense?				
12. Have I written in third person?				
13. Is my writing factual and without personal opinions?				
14. Does my writing inform the reader?				
15. Have I used pictures or diagrams?				
16. Have I referenced my research?				