

A Note from Natasha

I created this worksheet to give high school students a clear, manageable way to revise their essays. Instead of trying to fix everything at once, students can focus on one aspect of their writing at a time and make more thoughtful revisions. For a detailed explanation of each pass and practical guidance on using this process, read [A Pass-by-Pass Revision Process for High School Essays](#) at natashascripts.com.

How to use it: Complete each pass separately alongside your essay draft, focusing only on the purpose of that pass before moving to the next one.

Essay Revision Worksheet

Student: _____

Essay Title or Topic: _____

Complete each pass separately. Focus only on the purpose of that pass before moving to the next one.

PASS 1: ARGUMENT AND EVIDENCE

Focus: Does each body paragraph support the thesis, and is the support developed well enough?

My thesis:

In one sentence, what is each body paragraph arguing?

Paragraph 1: _____

Paragraph 2: _____

Paragraph 3: _____

Which paragraph needs a clearer focus, stronger evidence, or more explanation?

PASS 2: STRUCTURE AND SEQUENCING

Focus: Does the essay develop in a clear and logical order?

Write the current order of your main ideas:

1. _____
2. _____
3. _____

Would any paragraphs work better in a different order? Why?

Does the introduction prepare the reader for the essay's main ideas?

☐ Yes

☐ Needs revision

Does the conclusion do more than simply repeat the thesis?

☐ Yes

☐ Needs revision

PASS 3: CLARITY AND SENTENCE CONSTRUCTION

Focus: Are the sentences clear, varied, and precise?

- ☐ I read selected paragraphs aloud.
- ☐ I checked for sentences that are too long or difficult to follow.
- ☐ I looked for repeated sentence structures.
- ☐ I replaced vague or imprecise words where needed.

Copy one sentence that needs revision:

Rewrite it more clearly:

PASS 4: PROOFREADING

Focus: Check surface-level accuracy only.

- ☐ Spelling
- ☐ Punctuation
- ☐ Capitalization
- ☐ Typographical errors

One useful strategy: Read the essay from the last sentence to the first so that you can focus on accuracy rather than becoming absorbed in the meaning.

Errors I need to watch for in my own writing:

FINAL REFLECTION

The most important change I made to this essay was:



Black and White Version

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