



Writing worksheet

Pick a writing sample. Then, follow the editing tips.

Edit your writing sample below...

1. Put your main message up top.
2. Make it scannable. Turn lists into bullet points, and break big chunks of text into smaller ones.
3. Cut it in half. Delete repeated ideas. Cut adjectives, adverbs and fluff.
4. Say it out loud. Would you say it to a neighbor? If not, try again using everyday words.
5. Add a call to action. Tell readers what to do next.
