



Quick Tips for Revision

A-State Online Writing Center

1. Use your research question or thesis to guide your progress. Remove any unnecessary information.
2. Reorganize what is left after cutting to clarify your argument. Rearrange sentences, paragraphs, or entire sections if needed.
3. Fill in any gaps in your argument. More information may be needed. Adding details and providing examples can help fill in any gaps.
4. Check if each paragraph holds together under its topic sentence. Focusing on each paragraph can help keep paper organized.
5. Review transitions between paragraphs. Make sure paragraphs flow together.
6. If provided, use the instructor's rubric to check if you have met all requirements.
7. Inspect word choices. Look for repetition and readability. If you find yourself repeating the same word or phrases frequently, use a thesaurus to help find variation.
8. Complete a grammar and spell-check. Use squiggled parts as a guide for what to examine and change.
9. Read the paper out loud; this may be the most important step. While the squiggled lines can help, writing programs do not catch everything. Reading out loud helps catch these errors and also assists with the flow of the paper.