

## Revisionsheet for tests

My revisions					My check list before I hand in my papers:
	Test 1	Test 2	Test 3	Test 4	etc.
<b>Orthography</b>					<b>Orthography</b>
Spelling					<ul style="list-style-type: none"> <li>• Did I check my “oops friends“?</li> </ul>
Quoting					<ul style="list-style-type: none"> <li>• Did I keep to the rules for quoting?</li> </ul>
Punctuation					<ul style="list-style-type: none"> <li>• Did I check my punctuation?</li> </ul>
<b>Grammar</b>					<b>Grammar</b>
Tenses					<ul style="list-style-type: none"> <li>• Did I check my „oops friends“?</li> </ul>
Modes					<ul style="list-style-type: none"> <li>• Did I consequently apply the grammar rules?</li> </ul>
Other G mistakes					
<b>Expression and style</b>					<b>Expression and style</b>
Variation of vocabulary					<ul style="list-style-type: none"> <li>• Did I use adequate vocabulary or only simple words?</li> </ul>
Expression					<ul style="list-style-type: none"> <li>• Did I try to create interesting sentences on an adequate level of language for presenting my argumentation or ideas?</li> </ul>
References					<ul style="list-style-type: none"> <li>• Did I refer clearly from one issue to the other and check my use of “it”?</li> </ul>
Sentence structure (parataxis/ hypotaxis)					<ul style="list-style-type: none"> <li>• Did I vary and check the length of my sentences?</li> </ul>
Word order					<ul style="list-style-type: none"> <li>• Did I stick to the rules of the English word order?</li> </ul>
Unnecessary fillers					<ul style="list-style-type: none"> <li>• Did I avoid “empty words” (fillers) and repetitions of words?</li> </ul>
Repetitions					
<b>Structure</b>					<b>Structure</b>
Introduction					<ul style="list-style-type: none"> <li>• Did I show that I understood the task by creating a motivating introduction?</li> </ul>
Paragraphs (main parts)					<ul style="list-style-type: none"> <li>• Did I structure my text logically?</li> </ul>
Transitions between parts/paragraphs					<ul style="list-style-type: none"> <li>• Did I connect each paragraph and part logically by using linking words or chunks?</li> </ul>
Conclusion					<ul style="list-style-type: none"> <li>• According to the task: did I finish with a personal comment or outlook on the future on a level that is not just repeating what I said before?</li> </ul>
<b>Line of thought (“red thread”)</b>					<b>Line of thought (“red thread”)</b>
Error in reasoning <sup>1</sup>					<ul style="list-style-type: none"> <li>• Did I write a text that is interesting, reasonable, and logical for someone who reads it and might not know much about the subject?</li> </ul>
Wrong fact(s)					
Missing paragraph(s)					
Missing reason(s)/explanation(s)/justification(s)					

<sup>1</sup> Denkfehler