

Grade Six Mechanics and Usage Checklist

Name _____

1. _____ Writes in complete sentences
2. _____ Uses end punctuation
3. _____ Capitalizes the beginning of a sentence
4. _____ Composes a 5-8 sentence paragraph
5. _____ Indents the beginning of a paragraph when written by hand
6. _____ Uses a comma in a series
7. _____ Uses a comma in a date
8. _____ Uses a comma in a letter for greeting
9. _____ Uses a comma in a letter for a closing
10. _____ Uses a comma/conjunction in a compound sentence
11. _____ Uses a semi-colon in a compound sentence
12. _____ Uses a semi-colon/comma in a series
13. _____ Capitalizes proper nouns
14. _____ Capitalizes dates
15. _____ Capitalizes titles
16. _____ Uses underlining with titles
17. _____ Uses quotation marks with titles
18. _____ Uses quotation marks for dialog
19. _____ Uses a comma with dialog
20. _____ Uses a question mark or exclamation point with dialog
21. _____ Uses a period with dialog
22. _____ Capitalizes dialog
23. _____ Uses a colon for a list
24. _____ Uses a colon for time
25. _____ Uses there correctly
26. _____ Uses they're correctly
27. _____ Uses their correctly
28. _____ Uses its correctly
29. _____ Uses it's correctly
30. _____ Uses your correctly
31. _____ Uses you're correctly
32. _____ Uses to correctly
33. _____ Uses too correctly
34. _____ Uses two correctly
35. _____ Uses our correctly
36. _____ Uses are correctly
37. _____ Uses "... and I" correctly
38. _____ Uses "... and me" correctly
39. _____ Uses proofreading marks consistently
40. _____ Composes final copies in ink or print