C.O.P.S.

C- I have checked for capitalization errors

- All sentences begin with a capital letter.
- All proper nouns (names) begin with a capital letter.

O- I have checked the organization of my writing

- Does the writing make sense?
- Is it in the correct order?

P- I have checked for punctuation mistakes

- Each of my sentences end with the correct punctuation mark.
- There are commas after lists and there is a period after an abbreviation.

S- I have checked for spelling errors.

- I have check over my work and made sure that I spelled all of the words correctly and that I did not forget any words in the sentence.