

# First-Draft **Publishing Standards**

## **KINDERGARTEN**

- Halfway through the year...*
- Writing includes writer's name.
  - Date written or stamped on the writing.
  - All "sentences" (scribbles, words, letters, sentences) end in a period.

- Later in the year, add...*
- "I" capitalized every time.
  - Title included.

## **GRADE 1**

- Beginning of the year...*
- "I" capitalized every time.
  - Title included.
  - Writing includes writer's name and date.
  - All sentences begin with a capital.

- Later in the year, add...*
- All sentences have beginning sentence capitals and end marks.
  - All word-wall words spelled correctly.

## **GRADE 2**

- Beginning of the year...*
- "I" capitalized every time.
  - Title included.
  - Writing includes writer's name and date.
  - All sentences have beginning sentence capitals and end marks.

- Later in the year, add...*
- All content-area and word-wall words spelled correctly.
  - All proper nouns capitalized.

## **GRADES 3-4**

- Beginning of the year...*
- "I" capitalized every time.
  - Title included.
  - Writing includes writer's name and date.
  - All sentences have beginning sentence capitals and end marks.
  - All content-area and word-wall words spelled correctly.
  - All proper nouns capitalized.

- Later in the year, add...*
- All sentences are complete (no run-ons or fragments).

## **GRADES 5-6**

- Beginning of the year...*
- Correct capitalization used.
  - All sentences are complete (no run-ons or fragments).
  - Grade-level and environment words spelled correctly.

- Later in the year, add...*
- All paragraphs indented appropriately.
  - Quotation marks used correctly in dialogue or cited evidence.

## **GRADES 7-8**

- Beginning of the year...*
- Correct capitalization used.
  - All sentences are complete (no run-ons or fragments).
  - Quotation marks used correctly in dialogue or cited evidence.
  - All paragraphs indented appropriately.
  - Grade-level and environment words spelled correctly.

- Later in the year, add...*
- All subjects and verbs agree.
  - All nouns and pronouns agree.

# First-Draft **Publishing Standards**, *continued*

## **GRADES 9-10**

*Beginning of the year...*

- Correct capitalization used.
- All sentences are complete (no run-ons or fragments).
- All subjects and verbs agree.
- All nouns and pronouns agree.
- Quotation marks used correctly in dialogue or cited evidence.
- All paragraphs indented appropriately.
- Grade-level and environment words spelled correctly.

*Later in the year, add...*

- Consistent verb tense applied throughout.

## **GRADES 11-12**

*Beginning of the year...*

- Correct capitalization used.
- All sentences are complete (no run-ons or fragments).
- All subjects and verbs agree.
- All nouns and pronouns agree.
- Consistent verb tense applied throughout.
- Quotation marks used correctly for dialogue or cited evidence.
- Paragraphs indented appropriately.
- Grade-level and environment words spelled correctly.

*Later in the year, add...*

- Includes correct use of punctuation to set off dependent elements.

**MS & HS  
CONTENT  
& ELECTIVE  
TEACHERS**

- Correct capitalization used.
- All sentences are complete (no run-ons or fragments).
- Quotation marks used correctly for cited evidence.
- Paragraphs indented appropriately.
- Grade-level and domain-specific words spelled correctly.