**Peer Editing Checklist – Third Issue of *The Talon 2016***

**Reporter:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Article Topic:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Article Headline**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Type of Article:** News Features Sports Editorial Student View Review

**Newsworthiness Factors:** Timeliness Prominence Proximity Human Interest Shock Value Pathos Novelty Conflict Impact/Consequence

**People Who Have Proofread My Work So Far:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Current Word Count:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Proofreaders: Read the article and evaluate the following:**

* \_\_\_\_\_\_ Article has a catchy, appropriate headline
* \_\_\_\_\_\_ Reporter included his/her full name and staff position in byline
* \_\_\_\_\_\_ Article is between 300-400 words (unless directed otherwise by an editor)
* \_\_\_\_\_\_ Article is written in indented, multi-paragraph format
* \_\_\_\_\_\_ Article is free of typographical, grammatical, and spelling mistakes
* \_\_\_\_\_\_ Article contains a well-written lead – engaging from the beginning
* \_\_\_\_\_\_Article is newsworthy
* \_\_\_\_\_\_Article avoids/limits the use of first-person (I, me, mine, my, myself, etc…)
* \_\_\_\_\_\_Article avoids bias (unless editorial or review)
* \_\_\_\_\_\_ Article contains relevant, background information from reliable sources
* \_\_\_\_\_\_Article appeals to a high school audience
* \_\_\_\_\_\_Article includes quotations from LHS students and/or faculty
* \_\_\_\_\_\_ Article attributes quotations to the person by first and last name, as well as title or

grade level

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| **This is what is good:** | **This is what needs work:** |
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