



How to Check Your Work Like a Pro

KS3 Ages 11-14 ⌚ 3 min read

Why Checking Your Work Matters

When you finish a piece of writing, homework, or an exam answer, your job isn't done yet. **Checking your work** is when you go back through what you've written to find and fix mistakes. It's like being your own teacher—catching problems before anyone else does.

Many students rush through their work and hand it in immediately. But taking **5 to 10 minutes to check** can make a huge difference to your grade and show how much you care about quality.

What to Look For: The Big Four

1. Spelling and Grammar — Read through slowly and look for words you've misspelled or sentences that don't make sense. Check tricky words in a dictionary if you're unsure. Make sure every sentence has a **subject** (who or what?) and a **verb** (what are they doing?).

Think of it like proofreading a menu in a restaurant—you wouldn't want customers to see "chikken" instead of "chicken"!

2. Punctuation — Do your sentences start with capital letters and end with periods, question marks, or exclamation marks? Have you used commas in the right places? **Apostrophes** should only appear in contractions (like "don't") or possessives (like "Sara's book").

3. Structure and Flow — Do your ideas connect logically? Does one paragraph lead naturally into the next? **Paragraphs** should each focus on one main idea, and you should have **topic sentences** that introduce what each paragraph is about.

Think of it like arranging Lego blocks—each piece should fit nicely with the next one, not jump around randomly.

4. Content and Accuracy — Have you answered the actual question? Are your facts correct? Have you included evidence or examples to support your points? Read the question again to make sure you haven't missed anything important.

Pro Tips for Better Checking

Read your work aloud—you'll catch mistakes your eyes might miss. Check one thing at a time rather than trying to spot everything at once. Take a short break before checking so your brain feels fresh. If possible, ask a friend or parent to read it too; sometimes other people spot things we can't see ourselves.

Remember: **checking your work shows respect for your learning** and helps you improve every time you write.