



Name: _____ Class: _____ Date: _____

Title _____

My procedure has a **title**.

← My procedure tells **what to make or do**.

← My procedure tells **what is needed**.

I have used nouns to name people, places and things.

I have used adjectives to describe some nouns.

I have used present tense verbs to begin sentences.

I have used a capital letter for proper nouns and to begin sentences.

I have put a full stop at the end of each sentence.

I have checked my spelling.

← My procedure has **steps** that tell what to do.

Each step starts **on a new line**.

The steps are in the **correct order**.

My procedure has all the steps needed to reach the **goal**.

I am ready to publish.