



NO EXCUSES LIST FOR WRITING:

1. Always begin on the **FRONT** side of your paper.
2. Claim your work! Write your **FIRST & LAST name** on all papers before you start working.
3. **Write on the lines please.** Words should not float or go outside of the margins (except when using CLOSE READING or revising/editing work).
4. **Indent** the beginning of your paragraphs (about 1 inch).
5. You do **not** need to skip lines between paragraphs.
6. **All sentences should be complete.** (No run-ons or fragments)
7. Use **capital letters** properly to give importance to words.
8. Always use the **punctuation marks** you already know & experiment with new ones!
9. Accurate **spelling** is possible – use your valuable resources.
10. Write **legibly**. Your handwriting matters!