Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**COPS Notes**

What does COPS stand for?

C \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

U \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

P \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

S \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Capitalization:

* + The \_\_\_\_\_\_\_\_\_ letters of sentences
  + Proper nouns (names, places, titles)
  + The letter \_\_\_\_\_ if it is \_\_\_\_\_\_\_\_
  + Names of months

Organization:

Ask yourself if each ­­­­­sentence \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_.

One bright day in the middle of night, Kevin had ran house.

\*What’s wrong with this sentence? Write your answer on your post-it note.

Punctuation:

* Have I put \_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ correctly in my dialogue?
* Do I have a punctuation at the \_\_\_\_\_\_\_\_ of each sentence?
* Is it the right punctuation (**? .** **!**)

Spelling:

* Do words appear to be spelled right?
  + If not, check a­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_!
* Have I used the correct \_\_\_\_\_\_\_\_\_, their, or they’re?
* Have I used the correct \_\_\_\_\_, two, or too?