

**Task One: Circle the correct spelling and then explain what is wrong with the incorrect spelling.**

<b>chocolate</b>	<b>chocolate</b>	
<b>Machete</b>	<b>mashete</b>	
<b>Prosess</b>	<b>process</b>	
<b>Therefore</b>	<b>Thefour</b>	

### What is editing?

Editing is the process of making any necessary changes to a text or video. When you edit, you decide what will stay and what will be changed.



★ This is a really difficult skill to master! ★

### What does an **editor** do?



An editor goes through a writer's work and checks for mistakes and makes improvements.

Every author needs an editor!

**A first draft of your writing shouldn't be your final draft!**

### **Editing** involves two stages.

#### **Correcting**

- Spellings
- Punctuation CL.!?,
- Missing words

#### **Improving**

- Adjectives (the \_\_\_ beans)
- Sentence starters (**adverbial phrase**, conjunctions)
- Causal conjunctions
- Compound and complex sentences
- Relative clauses

**Task Two: Read the paragraph below and find the mistakes.**

Choclote is one of the worlds most popular treats. over 700,000 tonnes of chocolate are eaten every year in the UK alone. Have you ever wondered how it is made. Making chocolate is a long proses. It starts in the cocoa farms, where the beans grew and were harvested. Then it moves to chocolate making factories, where they are roasted, ground mixed and moulded.

**Task Three: Use the checklist below and edit you introduction that you wrote about the chocolate making stages.**

Checklist for editing:

- Punctuation - CL . ? !
  - , after fronted adverbials
  - , after causal conjunctions
  - , after subordinate clause first
- Spelling - use a dictionary if you are not sure
- Check for sense- does it sound right?
- Add improvements to make your writing more ambitious!

**Task Four: Look at the paragraph below and check for the mistakes.**

Next the workers spread the beans on straw mats and place them in the sun. After approximately 1 week the beans are finally dry enough to be packed into bags. They are sent to chocolate factorys across the globe. When the beans are packaged before they are dry, they can turn mouldy during the journey.