



LINE EDITING CHECKLIST



✓	Type	Action	Examples
	A dverbs	Avoid	-ly words, afterward, already, almost, back, better, best, down, even, far, hard, here, how, just, late, long, low, maybe, more, near, never, next, now, often, on, only, perhaps, quite, rather, so, soon, still, then, there, today, tomorrow, too, up, very, well, where, yesterday
	D ialog tags	Use mostly 'say' or 'ask'	
	E choed words	Avoid	She was asleep. I didn't want to disturb her sleep
	F iller words	Avoid	At the end of the day, I guess, I mean, like, okay, right, that, well, you know, you see
	F ilter verbs	Avoid	Appear, assume, believe, decide, feel, hear, know, look, notice, realize, see, seem, sense, smell, watch, wonder
	N eedless words	Avoid	Begin, can, could, start. Anything that can be removed
	P assive voice	Avoid	She was kissed by an angel
	T elling	Show instead	It's hot vs. she sweats
	V ague words	Add specifics	A little, it, kind of, nice, somehow, somewhat, sort of, things
	W eak words	Avoid	Although, as, be (is, are, was, were), get, however, much, next, that, then, though