

A graphic of a spiral-bound notebook with a yellow highlighter on the right side. The spiral binding is at the top. The page contains a checklist for writing a 'how-to' article.

HOW-TO ARTICLE INGREDIENT CHECKLIST

- I followed the directions for writing a "how-to" article.
- I chose an activity I think will be interesting to others.
- I included a title.
- The activity I am writing about was clearly described in my introduction.
- I listed all the materials needed to do the activity.
- I included all the steps needed to complete the activity.
- I wrote out the steps in the order in which they need to be done.
- I added descriptive words to help my reader understand the directions.
- I included hints, drawings or photos to help my reader understand the directions.
- I used time-order words to help the reader follow my directions.
- My reader can perform this activity by following the directions I wrote.
- I checked my writing for misspelled words.
- I checked my writing for errors in punctuation.
- My paper is neat and easy to read.