

Op-Ed Revision Checklist

Content and Argument

- Is your main argument clear and concise?
- Is the thesis presented early in the piece?
- Have you included strong, credible evidence to support your claims?
- Have you considered and addressed your authority relative to the topic?
- If you have limited authority, have you included strong, credible evidence?
- Are there relevant statistics, anecdotes, or expert opinions?
- Is your topic current and relevant to your audience?
- Does it address a pressing issue or unique perspective?
- Have you considered and addressed counterarguments?
- Are your responses to opposing views respectful and logical?

Structure and Organization

- Does the introduction grab the reader's attention?
- Do paragraphs transition smoothly from one to the next? (read aloud)
- Does the conclusion effectively summarize the argument?
- Does the conclusion leave the reader with a strong, memorable impression or call to action?

Style and Tone

- Is the language clear, concise, and free of jargon?
- Are there varied sentence structures to maintain reader interest? (short, long)
- Are rhetorical devices used effectively (e.g. rhetorical questions, analogies, emotional appeals)?
- Are there any [logical fallacies](#) that need to be corrected? (e.g. over-generalization)

Technical Accuracy

- Are there any grammatical errors or awkward sentences?
- Is the punctuation correct?
- Are there any spelling mistakes?
- Are the words chosen precise and impactful?
- Are there consistent use of tenses, pronouns, and style?
- Have you followed the style guide of the publication? (if applicable)

Final Checks

- Is the Op-Ed within the word limit specified by the publication (usually around 700)?
- Is every word, sentence, and paragraph necessary?
- Are the sources properly cited?
- Is there a need for additional attribution?
- Is the piece likely to engage and provoke thought among readers?
- Have you had someone else review your piece for clarity and impact?
- Have you incorporated constructive feedback?
- Have you read the piece out loud to catch any remaining issues?