Sentence Review Checklist

Verbs (V)
- Is there an action?
- When is the action happening?
- Is the action finished, ongoing, or always true?
- Does the verb act on something or work alone?

Nouns
All Nouns (person/place/thing/idea)
- How many? (One, more than one, or non-count?)
- Is it general (a, an) or specific (the, my, etc.)?
- Is it getting an action done to it? (him/her/them/us/me/it)?

Subjects (S)
- Who or what is doing the action?

Subject and Verb Agreement
- Is the verb in the right form for the subject?

Sentence Parts for Punctuation Placement
- Is there someone/something doing an action? (= a clause = SV)
- Is the clause necessary to the sentence, and does it answer “Who/What does what and when?” (= an independent clause = SV.)
- Is there a subordinator (e.g., which, as, although, while, because, etc.) at the beginning of the clause? (= a dependent clause = sub SV)

Punctuation Placement to Avoid Fragments and Run-Ons
- Is there an introductory word or more before the subject of the first independent clause? Put a comma before that subject. (= Introduction, SV.)
- Is one independent clause followed by another? (= SV, {FANBOYS} SV. Or, SV; SV. Or, SV; Transitional Expression, SV. Or, SV; S, Transitional Expression, V.)
- Is there anything between subject and verb? (= S, phrase/dep. clause, V.)
- Is a word, phrase, or dependent clause hanging onto the last independent clause? Is the dependent clause not working as an adverb? Put a comma after the last independent clause. (= SV, phrase/dep. clause.)