

OBJECTIVES

- Incorporate methods of self-editing
- Offer editing support to other members of the team

TASKS



Introduce the session to your group and what you would like them to gain from it



Worksheet - How Well do you know Editing?



Discuss the team's answers



Worksheets – give the team an exercise where they correct the mistakes with a red pen



Discuss the mistakes they found on the worksheets and how easy/difficult they may have found it



Reading Aloud – have a team member read the worksheet aloud and see if the rest of the team can identify mistakes and suggest alternatives from listening



Ask if anyone has any questions and close the session

MATERIALS

Worksheets

Newspapers & magazines

Computers/iPads

Notebook & red pens

DISCUSSIONS

Why editing is important

Identifying ways of editing – checking our work, reading aloud, computer spell check, programmes such as Grammarly etc

Encourage the team to support their peers through reading each other's content and offering feedback