

Academic Success Centre

250-960-

approximately equal space? (Go back to the paper and count pages or measure space if you have to.)

Should some paragraphs be combined?

Should some paragraphs be broken into smaller paragraphs? (Look for places in your paragraph-by-paragraph outline where you have more than one sentence written for a paragraph. Sometimes these should be separate paragraphs.)

4. Revise. If there are not too many changes, make them directly on your rough draft, and re-type. If major organizational changes are required, write a formal outline to guide your revisions.

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