Mrs. Gates' Essay Checklist

- ❑ Strong thesis
  - ❑ Highlighted in YELLOW
- ❑ Relevant topic sentences
  - ❑ Highlighted in GREEN
- ❑ Correctly embedded evidence
  - ❑ Highlighted in PINK or BLUE
  - ❑ Quotes of 4 lines or more adhere to special formatting rules
- ❑ Student adequately discusses/analyzes the evidence
- ❑ Correct parenthetical citations (MLA)
  - ❑ Author's last name and page number
  - ❑ Page number only if author is mentioned within the sentence/lead
  - ❑ Last name only if there are no page numbers
  - ❑ Period goes AFTER the parenthetical
- ❑ Matching Work Cited entries
- ❑ Minimum 3 sources
- ❑ Works Cited Page (MLA)
  - ❑ Hanging indent
  - ❑ Organized alphabetically
  - ❑ Citations are complete
  - ❑ Quotations and/or italics used as applicable
  - ❑ Proper punctuation
- ❑ Paper is double-spaced
- ❑ Heading on page 1
- ❑ Times New Roman, 12 pt font
- ❑ Header with last name and page number
- ❑ Paper is not too dependent on sources
- ❑ Essay is well-written
- ❑ Student avoids the use of contractions and slang
- ❑ Paper is free from first and second person pronouns
  - ❑ First person pronouns *may* be suitable in the introduction
  - ❑ Second person pronouns are *only* acceptable inside quoted material

NOTES:

Students are to submit their revised essays in Moodle by NOON on Wednesday, November 27th.
Bonus points are available for complete essays submitted by Monday (no specified time).
They are to leave the highlighting on their papers when submitting.

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