Andrew Rusnak, English **Student Essay Checklist**

I will not grade your essay and you will lose one letter grade if the first 7 conditions are not met:

My essay:

1) Is the right word count ____.
2) **Uses six legitimate outside references.** Direct quotations or paraphrasing must be 20 percent or less of your overall content. Do not string quotes together. **Two of these sources must be graphs, charts, diagrams that support your position.** Legitimate sources are academic research. (You may use magazines, journals, books, LEGITIMATE websites. You may not use, dictionaries, Wikipedia, or other such references) ____.
3) Uses at least two direct quotations from the primary source (this does not include the 6 outside sources) ____.
4) **Uses APA format,** with parenthetical references in the body of the narrative and a properly formatted References page ____.
5) Is on time ____.
6) Has a thesis statement that is underlined _____.
7) Has this checklist attached ____.

The following items are considered to be part of the learning process. I may still ask you to revise and work on some of these:

8) Has an original and creative title ____.
9) **Has a well-developed/thought out, concise, strong thesis statement** that declares a purpose and/or position, and functions to point the reader in the direction I intend to go. I understand that the thesis is the one stand alone statement in the text that can be extracted and offered as a guide for the reader. Elements in the thesis are used as an outline and to structure the essay. The thesis statement should be preceded by a good introduction and followed by a transition to the next paragraph, to the body of the essay ____.
10) **Has a well-developed body, overall organization/structure and content.** The body of my essay works hard to elaborate and expand on those salient elements outlined in the thesis. There is a mathematical arrangement where the main points in my thesis are the main focus or topic of each subsequent paragraph. There are no redundancies and each idea is well-thought out and developed beyond cliché and common thought so that it is personal, original, and imaginative. My essay maintains a well-mapped structure with strong logic, coherent paragraphs, and overall cohesive unity____.
11) **Uses effective sentence variation, clarity, and relevant word choice.** My sentences vary in length and **arrangement** to create smooth narrative flow. My word choice accurately reflects definitive knowledge of subject matter, reactions, and reflections ____.
12) **Is free of grammatical (mechanics and usage) errors ____. (If you are struggling with grammar and/or mechanics issues, I will ask you to complete exercises from the website to be turned in with your revision or the next paper.)**
13) Has been given to someone to proofread for me ____.
14) Avoids redundancy and cliché ____.
15) Is stapled in the upper left corner and does not use plastic covers or unnecessary folders ____.

Student:_____ Signature:_____ Date: _____ Essay#:_____