

**14-Point Student Essay Checklist**

My essay:

- 1) Is on time \_\_\_\_.
- 2) Has an original and creative title \_\_\_\_.
- 3) Is 2,000 words \_\_\_\_.
- 4) **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 \_\_\_\_.
- 5) **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 \_\_\_\_.
- 6) **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 \_\_\_\_.
- 7) **Is free of grammatical (mechanics and usage) errors** \_\_\_\_.
- 8) **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) \_\_\_\_.
- 9) Uses at least two direct quotations from the primary source (this does not include the 5 outside sources \_\_\_\_).
- 10) **Uses APA format**, with parenthetical references in the body of the narrative and a properly formatted References page \_\_\_\_.
- 11) Has been given to someone to proofread for me \_\_\_\_.
- 12) Avoids redundancy \_\_\_\_.
- 13) Avoids cliché \_\_\_\_.
- 14) Is stapled in the upper left corner and does not use plastic covers or unnecessary folders \_\_\_\_.

Student: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Essay#: \_\_\_\_\_

**\*This checklist is your guide to all of your essays this semester. You must turn in one completed form with each essay. If you are missing, or fail to complete, any of the above criteria, your essay will be returned without a grade at which time you will be allowed to correct it, but you will be penalized one letter grade. If your essay successfully meets all of the above requirements, your essay will be graded on content. If you receive a grade, based on content that you do not like, you will have every opportunity to fix it without penalty.**