

ESSAY CHECKLIST

YOU ARE REQUIRED TO COMPLETE AND ATTACH THIS SHEET TO YOUR ESSAY WHEN YOU SUBMIT IT FOR GRADING.

Grading Criteria: Your essay will be evaluated according to the quality of work in each of the elements listed below. Use this list as a check-sheet to review your work before you submit the essay.

CHECK: Your opening paragraph

- Introduces subject of essay in an interesting way
- Gives full title of work and full name of author
- Punctuates the title of the work correctly and spells title and author's name correctly
- Provides your essay's main idea, or thesis, stated as a complete sentence
- May include statement of supporting reasons for thesis

CHECK: Your middle paragraphs

- Each paragraph offers a major, supporting reason for truth of thesis, stated clearly in one-two sentences
- Each includes appropriate and sufficient quotations and details from the literary work to show reasoning is valid
- Each includes explanation of the significance of quotations and how and why they support your reasons and, in turn, the thesis

CHECK: Your last paragraph

- Brings essay's ideas to a close
- Comments on the significance of the thesis and essay's ideas

CHECK: Overall, your entire essay

- Clearly and adequately addresses one of the assigned topics
- Sticks to the central thesis throughout
- Smoothly and clearly moves from one idea to another
- Avoids plot summary
- Has no major sentence structure, grammar, and word choice errors
- Has few, if any, mechanical, punctuation, and spelling errors
- Blends and punctuates quotations correctly

CHECK: Overall, your manuscript form

- Is double-spaced
- Has adequate margins on left, right, and bottom
- Is legible and tidy