

| Student - Essay Checklist | ✓ |
|--|---|
| THESIS | |
| Does your thesis make a claim? | |
| Does your thesis propose a strategy for supporting that claim? | |
| Does your thesis propose an argument related to specific examples? | |
| BODY PARAGRAPHS | |
| Does every paragraph have a topic sentence? | |
| Do your topic sentences state the focus of each paragraph? | |
| Is the focus of each paragraph relevant to your thesis? | |
| Does each paragraph contain examples and evidence to support your claim? | |
| STRUCTURE | |
| Do your paragraphs progress logically to develop your argument? | |
| Do you use transitional expressions to link ideas from sentence to sentence? | |
| Do you use transitional expressions to introduce, summarize and conclude ideas? | |
| USE OF SOURCES | |
| Are all your ideas and words your own? | |
| Have you checked your essay against your notes to make sure? | |
| Do you cite your sources where appropriate (i.e., for paraphrase or summary) in APA style? | |
| Do you use quotation marks to distinguish other people's words from your own? | |
| Are your citations complete and correct according to APA format? | |
| FORMAT | |
| Is the font Times New Roman 12 point? Is your essay double-spaced? | |
| Have you included an APA formatted Title page as the first page of your essay? | |
| Have you included a References page at the end of your essay? (Do all your References and citations match?) | |
| PROOFING | |
| Are your sentences clear and simple? | |
| Is your language clear and precise (pronouns, terminology)? | |
| Is your essay grammatically consistent (verb/noun agreement, verb tenses)? | |
| Is your essay stylistically consistent (capitalization, spacing, indentation, fonts)? | |

DiPietro, C., Janes, D. & Brancato, E. (2014). Including Writing in Your Course: A Toolkit for OCADU Faculty. Retrieved from <http://www.ocadu.ca/Assets/content/teaching-learning/WLC/WAC/Including+Writing+in+Your+Course-A+Toolkit+for+OCADU+Faculty.pdf>