

## Checklist for Essay Writing

- ✓ Have I carried out and included relevant research from a range of sources?
- ✓ Have I fully referenced all the sources in the text and at the end?
- ✓ Have I typed my essay and followed the instructor/department guidelines (i.e. double spaced)?
- ✓ Does the opening of my essay capture attention and outline my approach?
- ✓ Are the paragraphs and main points in a logical order?
- ✓ Are supporting details convincing and in a logical order?
- ✓ Is it possible to tell where one point ends and another begins?
- ✓ Have I removed irrelevant information and repetitive words or sentences?
- ✓ Is my conclusion strong?
- ✓ Have I double checked the spelling and meanings of words?
- ✓ Has my essay been proof-read?