

Check List For a Writing Assignment Grades 7-12



You should be able to answer “yes” to these questions before you turn in your paper:

Is your final paper a thoughtful response to the assignment? ___ yes ___ no

Does your final paper represent your ideas and conclusions? ___ yes ___ no

Is your paper more than just a summary of other people’s ideas? ___ yes ___ no

If you paraphrased or summarized information found in books or magazines, on the Internet, or from other people, did you cite the source at point of use in your paper (using a footnote or parenthetical reference)? ___ yes ___ no

Did you give credit to all of your sources in a bibliography? ___ yes ___ no

Did you do everything in the assignment? ___ yes ___ no

Does your bibliography follow the MLA format? Find out if your teacher requires a format other than MLA. ___ yes ___ no

Is your paper word processed (or very neatly typed or hand-written if you do not have access to a computer)? ___ yes ___ no

Is your paper complete and does it include a title page with heading information (title, your name, your teacher’s name, date, etc.) ___ yes ___ no

If your teacher requests these, did you include your notes, copies of each draft, and an annotated bibliography? ___ yes ___ no

Would you be proud for anyone to read this paper? ___ yes ___ no