

Draft Checklist Activity

Look at the categories and questions below and apply the questions to your draft. You can write your responses (I will not collect these at this point but you will use them to revise and work further on your draft and should bring them to class with you next Tuesday along with your complete draft) down on paper or you can respond to them on your computer/electronic device. You should also mark up your draft I response to these questions, annotating it with revision instructions as well as actual revisions.

Audience:

Is there is a clear audience in mind (Think back to who you said your audience was. Have you consciously addressed this audience in what you have written?

Introduction:

Does your audience create interest in your topic and make your audience want to read on? Does your introduction address the who, where, why, what, and how of your topic?

Thesis/Claim/Central Idea:

A thesis statement can be longer than one sentence in a paper such as this. However, your thesis should:

- a) Express a claim (a stance, perspective, or opinion) on your topic.
- b) Address a central idea that will be explored throughout the paper.
- c) Justify discussion or debate (i.e. the claim or idea is significant, doesn't simply state the obvious, and is not simply a statement of fact).

Body Paragraphs:

- a) Does each paragraph begin with a sentence (topic sentence) that indicates what the paragraph will be about?
- b) Does the main idea of each paragraph relate to the thesis or central idea of the paper?
- c) Does each paragraph include evidence, support, and analysis to support the paragraph's main idea?
- d) Does each paragraph end with my voice and points out what is significant in the paragraph?
- e) Is each paragraph both connected to the previous paragraph and to the following paragraph?

Description (use the student samples posted to the wiki as a guide for how descriptive you must be):

Have I included a full, detailed, and specific description of my painting? Does the description makes it possible for my readers to visualize what I am talking about even if they have never seen this painting?

Quotations:

- a) Have I quoted from my sources?
- b) Have I cited my quotations in the correct MLA format?
- c) Have I used the correct format – block or short form—for my quotations?
- d) Have I used the three-part process or the “quotation sandwich” method for quoting (introduction, quotation, interpretation and connection to the point I want to make)?
- e) Do my quotations match or fit what I am trying to say?
- f) Do I quote enough to accurately represent what I am talking about and provide enough evidence to support my claims/points?
- g) Do I quote so much that there is not enough of my own voice or opinion in my paper?