

Research Paper Rough Draft Checklist

Use the following checklist to double check your rough draft. Please attach this completed checklist to your rough draft.

Criteria	Student		Advisor	
	Yes	No	Yes	No
GENERAL				
My paper is minimum 5 pages (not counting work cited pages) typed, 12 in font, double spaced.				
My title interests the reader and reflects the content of my paper.				
The work cited pages are included with my paper.				
THESIS				
My thesis statement is the last sentence in my introduction.				
My thesis statement states my purpose and narrows my topic.				
My thesis does not say "This paper will...or asks a question"				
INTROUDCUTION				
My introduction gets the reader's attention right from the beginning? Is there a "hook"?				
Some background info is provided to connect the "hook" to the thesis statement.				
My introduction contains my thesis statement and a preview of the subtopics to be discussed.				
BODY				
Each body paragraph begins with a transition and a topic sentence.				
Each body paragraph contains one of the subtopics that directly relates to thesis statement.				
The subtopics in each body paragraph are explained by points which are supported by facts, examples, and other documenting evidence.				
SUPPORT/ELABORATION				
Does the paper connect "borrowed" information to original ideas?				
Does the paper cite a mixture of quotations, paraphrasing, and summaries?				
Is the paper in the student's own words and ideas rather than just copied from the sources?				
CONCLUSION				
My conclusion contains a rewording of my thesis statement.				
My conclusion reviews the main subtopics of my paper.				
My conclusion leaves the reader something to think about.				
DOCUMENTATION				
Have I used ANY ideas, sentences, or opinions that I obtained from any of my sources without giving credit to the AUTHOR? (If yes, this is PLAGIARISM...redo your paper!)				
Even when I paraphrased, I still gave the author credit for intellectual property.				
My parenthetical (in-text) citations are formatted properly.				
STYLE				
Does the paper show good use of word choice and clarity?				
Does the paper use the third person (no usage of "I, me, we, us, and you" is allowed in the body)?				
Does the paper use good fluency of ideas using smooth transitions?				
CONVETIONS/MECHANICS				
There are no spelling errors.				
All punctuation is used correctly.				
My paper uses the SAME verb tense all the way through.				
OVERALL				
My paper does not skip around – it is well-ordered and well-organized.				
My paper stays focused and does not go off on tangents (ideas that have nothing to do with topic).				
My paper uses proper MLA or APA format (http://owl.english.purdue.edu/owl/).				

I verify that this research paper draft fulfills this checklist and is ready for evaluation.

Printed Student Name _____

Student Signature _____

Date _____