Writing Checklist

**MLA Format:**

\_\_\_\_\_ First page has name, teacher, class, and due date in the top left corner—proper capitalization

\_\_\_\_\_ One inch margins, double spaced, 12 point standard font, paragraphs indented

\_\_\_\_\_ Last name followed by the correct page number in top right hand corner on all pages

\_\_\_\_\_ Creative title—centered, standard font, capitalized— no italics, underline, or quotes

**Introduction:**

\_\_\_\_\_ Lead/Hook – interesting/bold statement about the topic (no questions, no quotes)

\_\_\_\_\_ Main ideas are introduced – background/transition details

\_\_\_\_\_ Thesis statement – last sentence of the paragraph

**Body Paragraphs:**

\_\_\_\_\_ Topic sentences introduce main idea

\_\_\_\_\_ Contain strong examples and quotes from the novel

\_\_\_\_\_ Correct citations

\_\_\_\_\_ Contain strong commentary, connecting the quotes and topic sentences

**Conclusion Paragraph:**

\_\_\_\_\_ Reflects back on the thesis

\_\_\_\_\_ Ends on a reflective thought that is universal

**Grammar:**

\_\_\_\_\_ No personal pronouns (No: I, me, my, we, us, our, you, your)

\_\_\_\_\_ No contractions

\_\_\_\_\_ Few, if any, spelling and punctuation errors

\_\_\_\_\_ Uses sentence variety