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This checklist will be effective following March 1, 2024.

## R Markdown

- The document is properly knitted and all answers to questions, visualizations, and other output are clearly visible.
- All answers are in complete sentences.
- All code is in code chunks and all exposition is in plain text.
- All unnecessary output (ex. output related to loading data or packages) is not visible in the submitted .pdf file.

## Code style

- All code is properly commented.
- As much as possible, follow the <u>Tidyverse Style Guide</u>

## Visualization

- All plots should have clear titles, legends, and axis labels.
- Each visualization should include a caption that fully explains how to understand your visualization (i.e. explain all the components, legends, etc.). A good guideline is that someone who has not read your report should be able to look at just a visualization and its caption and fully understand what that visualization is showing.