**Supporting Material Checklist**

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| Using Examples | Yes | No |
| 1. Do I use examples to clarify my ideas? 2. Do I use examples to reinforce my ideas? 3. Do I use examples to personalize my ideas? 4. Are my examples representative of what they are supposed to illustrate? 5. Do I reinforce my examples with statistics or testimony? 6. Are my extended examples vivid and richly textured? |  |  |
| Using Statistics | Yes | No |
| 1. Do I use statistics to quantify my ideas? 2. Are my statistics representative of what they are supposed to measure? 3. Are my statistics from reliable source? 4. Do I cite the source of my statistics? 5. Do I round off complicated statistics? 6. Do I use visual aids to clarify statistical trends? 7. Do I explain my statistics and relate them to the audience? |  |  |
| Using Testimony |  |  |
| 1. Do I use testimony to support my ideas? 2. Do I use testimony from qualified sources? 3. Do I use testimony from unbiased source? 4. Do I distinguish between expert testimony and peer testimony? 5. Do I identify the source of all testimony? 6. Do I quote and paraphrase all sources of testimony with complete accuracy? |  |  |
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