One Paragraph Essay Checklist

**General format**

\_\_\_\_ Name, date, and period is on paper

\_\_\_\_ Do you have a catchy title?

\_\_\_\_ Is the paragraph indented?

\_\_\_\_ Is your rough draft (sloppy copy) double spaced?

\_\_\_\_ Is all the end punctuation correct? Spell checked?

\_\_\_\_Do you have three two-part lead-ins?

\_\_\_\_ Does your paper have the necessary transitions? Does a comma follow each?

\_\_\_\_ The words I, me, you, or my are not in the essay

\_\_\_\_ Did you follow the correct page number format from the model?

**i.e.** . . . **doubtful” (448).**

\_\_\_\_ There are no contractions (can’t, didn’t) in the essay (except for quotes).

\_\_\_\_ Have you edited your paper for run-on sentences and fragments?

\_\_\_\_ IS THERE A SIGNIFICANT AMOUNT OF EDITING ON THE TWO

REQUIRED ROUGH DRAFTS?

\_\_\_\_ For the most part, does the rough draft match the final copy?

\_\_\_\_ Have your parents signed and dated your paper themselves with a statement that

they edited it?

\_\_\_\_ Is your final copy typed in 12 point Times New Roman and double-spaced with 1

inch margins?

\_\_\_\_ Did you space twice after each period in your sentences?

**Turning in the essay:**

\_\_\_\_ Essay is stapled in this order:

1. Final copy stapled separately with turnitin receipt on top and essay checklist on the bottom

**Then**

1. Parent signature the last rough draft (top)
2. Other rough drafts (including one highlighted copy)
3. Outline
4. Chunk Charts
5. Pre-writing/clustering (bottom of stack)