

1 - Basic Writing Skills

- A. Need to fix grammar and punctuation...(singular/plural commas/capitals, etc.). _____
- B. Write out small numbers (when the number is two words or less, write as a word....when more than two words write as a numeral unless beginning of a sentence) THIS DOES NOT APPLY TO PARENTHETICAL CITATIONS. _____
- C. Be consistent and correct with your use of present, past and future tense. _____
- D. DON'T use contractions in formal writing. (#irony). _____

2 - Word Choice

- A. No personal pronouns. Do not refer to yourself at all in your essays. _____
- B. Use more creative and sophisticated transitions; avoid words such as 'First', 'Second', 'Thirdly', 'Lastly', 'In Conclusion', etc. _____
- C. Remove words such as 'stuff' or 'things' or other informal language. _____
- D. Avoid repetitive phrases and repetitive word choices. _____
- E. Use a variety of transition words between sentences. _____
- F. Avoid using phrases and words such as "This quote shows that" and "In this paragraph" and "For my essay". _____

3 - Higher Order Thinking

- A. The evidence (quote etc.) does not connect/is not relevant to argument and/or thesis. _____
- B. show more evidence.... where are the good specific examples. _____
- C. The analysis does not seem relevant, does not clearly explain/support the thesis. _____

4 - Technical Essay Formatting

- A. The thesis statement needs to go at the end of the opening paragraph. _____
- B. Quote must be merged with your words when you introduce/explain the quote. _____
- C. Parenthetical citation errors. _____
- D. Need a conclusion sentence that restates the thesis clearly. _____