

WRITTEN CHECKLIST

GENERAL LIST

- I created an outline before I started writing.
- In my essay or story, the style and content are appropriate for my intended audience.
- I have proofread my draft.
- I read my draft out loud.
- I asked someone else to read my essay or story.
- My sentences flow smoothly into each other.
- I have met the requirements of the assignment (use the rubric to evaluate yourself).

ESSAYS

- The content is organized with an introduction, body, and conclusion.
- My introduction provides relevant background information.
- I have written a clear thesis statement.
- I have topic sentences in each of my paragraphs (links to the previous paragraph).
- Each paragraph relates to my thesis statement.
- I support my arguments and statements with evidence.
- My conclusion reinforces my thesis statement.
- The conclusion synthesizes the main ideas in the body paragraphs and no new ideas.
- I have properly cited any outside resources (in-text and with a reference page).

STORIES

- My story has a clear beginning, middle, and end.
- My story has a defined setting (time and place).
- My story contains various crises/obstacles that lead up to a climax.
- My story has a protagonist that I have developed.
- My story has an antagonist that causes the conflict.
- I have used figurative language and imagery (metaphors, similes, and hyperboles).
- I have written a scene with a flashback.
- I have included some foreshadowing in the story.
- My story has a moral.