

Informational/ Explanatory Checklist**Name:** _____

Purpose/Organization (4 Absolutely, 3 Mostly, 2 Partially, 1 Not yet)	Self	Peer	Teacher
Opening: My essay has an effective opening/introduction that hooks the reader, states a thesis, and explains the subtopics.			
Main Idea: The main idea of the topic is clearly communicated and the focus is strongly maintained.			
Transitions: My essay consistently uses a variety of transitions to clarify relationships among ideas.			
Conclusion: My essay has an effective conclusion that restates and connects the main points.			
Fluency: There is a logical progression of ideas from beginning to end.			
Format: I've use a variety of in-text and parenthetical citations.			
Elaboration/Development (1-4) (4 Absolutely, 3 Mostly, 2 Partially, 1 Not yet)			
Types of Evidence: I included information from all sources.			
Reliability of Evidence: Relevant evidence from all sources is integrated effectively.			
Reasoning: I've effectively included analysis and explanation of evidence. -effectively = answered the EQ.			
Vocabulary: I used precise vocabulary for my audience.			
Tone: I used a formal tone throughout my essay. (No I, me, you)			
Sentences: My structures vary from sentence to sentence.			
Conventions (1-4) (4 Absolutely, 3 Mostly, 2 Partially, 1 Not yet)			
Spelling: I checked the spelling of all words I wasn't sure about and checked homonyms. I see no red squiggly line in google docs.			
Punctuation/ Capitalization: I used correct punctuation, including commas, apostrophes, quotation marks, and parenthesis.			
Format: I formatted my document correctly in terms of margin, font, and alignment.			