

Analytical Research Papers - Final Revision

As you know, putting together a research paper requires keeping track of a lot of details. Often, in our haste to complete a paper and submit it, we allow small errors or omissions to go uncorrected. Those small errors (things like failing to proofread our work before we turn it in or misspelling our professor's name) can give the reader the impression that we don't care about our work. When this happens, our readers, in turn, won't bother to take our work seriously either. Try to get into the habit of reading through school assignments and professional emails or other written communication slowly and carefully before submitting or sending anything.

Before you submit your Analytical Research Paper, please double-check the following items and place a check in each square as you complete each item.

- ☐ My paper has a heading that includes my name, the course number, the semester, and my professor's name (spelled correctly).
- ☐ I have given my paper a title that is grammatically correct, relates clearly to my topic, and will draw the reader into my paper.
- ☐ My introductory paragraph clearly lays out my research question. (Just to be sure: please underline or highlight the question.)
- ☐ My introductory paragraph also gives the reader a "road map" to the sub-topics or sub-questions that I will be exploring in the body of my essay.
- ☐ Each of my body paragraphs begins with a topic sentence that lays out the particular idea that that paragraph will be exploring. Double check to make sure that all of the material in each body paragraph fits within the "umbrella" that you created with your topic sentence. Where necessary, revise your topic sentence or move material that doesn't belong into an appropriate paragraph. Sometimes this means creating a whole new body paragraph.
- ☐ I have not begun any of my body paragraphs with quoted material.
- ☐ Take a look at all of the direct quotations that appear in your essay. For each quotation, check the following:
 - ☐ Have I introduced the quotation appropriately – using signal words and varying my sentence structure?
 - ☐ Have I punctuated my quotations correctly?
 - ☐ Have I provided a parenthetical citation after each quotation?
 - ☐ Does the parenthetical citation conform to the MLA requirements?

- ☐ Have I offered some analysis of each quotation that I include? Don't assume your reader knows what is important about a particular quote.
- ☐ Throughout my paper, in addition to the direct quotations, I have included parenthetical citations each time that I have included information or ideas that I found in one of my sources. This is an essential part of academic integrity.
- ☐ I have looked at my paper carefully and can confirm that every time that I have included words or ideas that I found in a source, I have given the author credit and provided a parenthetical citation.
- ☐ All the writing in my essay that is not enclosed by quotation marks is 100% my own!
- ☐ My essay has a conclusion. In my conclusion, I have explained my central "takeaway" from my research. I have anticipated the question "So what?" and have tried to provide an answer.
- ☐ My paper meets the length requirement for this assignment (5-7 pages)
- ☐ I have provided a Works Cited page that says "Works Cited" at the top of the page.
- ☐ All of the items on my Works Cited list are works that I have read and have referred to in the body of my essay.
- ☐ I have followed the MLA guidelines in formatting my Works Cited page. This includes using the hanging indent, alphabetizing my sources, and providing url's or doi numbers where appropriate.
- ☐ I have read my paper aloud and made adjustments or corrections where necessary.