

# IRR Checklist

## The Paper

- Do you have a THOROUGH introduction (should be approximately 1/2 a page or longer) where you discuss your topic in the context of the larger issue AND end with a thesis statement or research question on your specific area of investigation? Do you have evidence in your intro? This is absolutely necessary.
- Did you eliminate all conversational writing and illegal words? (get, a lot, thing, very, truly, many, really, incredibly, horribly, and all other superfluous adverbs)
- Use “control F” and search for illegal words, then delete them.
- Are you using strong, analytical verbs for research? See word lists in digital notebook.
- Does your paper include a balance of sentences? Some simple, but mostly complex / compound?
- Did you subhead your sections? (This is optional BUT can be helpful for highly technical / jargony topics); Are your subheadings in APA format? (see APA PPT on my blog)
- Are your subheading titles specific and clear without being bulky and too lengthy? (bad example: The Past Legislation of IUU Fishing With Regard to Eurasia / Good example: Past Legislation / Another bad example: Eurasia (or just Legislation) – these are too broad) If you choose to subhead, your heading titles need to be at least 2-3 words in length, no more than 4.
- Is all of your font the same? **Did you change the header font to match your text font?**

## In-Text Citing:

- Did you include citations for all ideas that are not yours – even paraphrases?
- Did you make sure to cite the same source EACH time you use it, but if used consecutively, differentiate by page number or paragraph number?
- Do you have a balance of paraphrasing and direct quoting, but predominantly paraphrasing? (70% paraphrase / 30% quoting maximum)
- Did you make sure the date of publication is **right next** to the author’s last name in parentheses? According to Brown (2015) / (Brown, 2015)
- Did you make sure not to end paragraphs with quotations or evidence? ALWAYS follow up with commentary.

## Reference List:

- Do you have at least 10 sources?
- Did you remove all hyperlinks?
- Did you include a DOI for electronic journal articles?
- Are your sources alphabetized?
- Did you make sure journal article titles use **lowercase letters (sentence case)**?
- Did you make sure the titles of the journals themselves are italicized and use upper and lowercase letters (title case)? (see sample references sheet)
- Did you make sure to include (N.d.) for no publication date – and in that situation – include the retrieval date?
- Did you make sure that you **never** include the retrieval date if you already have the publication date? (you only want 1 date in each source citation)

For your title page: Include info in this order

**Full Title of Your Project**

Name

Practice Individual Research Report

AP Seminar

September 14, 2021

Word Count