**Writing Process Guidelines/Checklist**

This must be checked off each time you turn in a part of the process. It must be turned in with your final paper.

\_\_\_\_\_\_\_\_\_\_\_ Thesis Statement

* You need to have a working thesis statement. This MAY change slightly over the course of your research project, but should not, after it is turned in, undergo a complete overhaul.

\_\_\_\_\_\_\_\_\_\_\_ 2 Sources

* 2 sources need to be printed out.
* Your sources should be highlighted and have notes in the margins as to how/why you will be using the information in your paper.
* Source citations should be included with this part (hint hint, they are usually already done for you at the bottom of literary criticism articles if you are using the library databases).

\_\_\_\_\_\_\_\_\_\_\_ Outline

* Must be COMPLETE to receive full credit. This means that your intro, body paragraphs, and conclusion are all included.
* Must include: thesis statement, topic sentences, and any quotes you plan on using in your paper with in-text citations.

\_\_\_\_\_\_\_\_\_\_\_ Rough Draft/Peer Edit

* Must be COMPLETE to receive full credit.
* Thoroughly and thoughtfully complete a peer edit of another’s paper.

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Comments: