

## **Essay check list**

### **Introduction**

Are the introductory remarks (general background) adequate, relevant, and logically linked to the thesis/scope?  
Are the topics covered in the body (the scope) clear?  
Are they in the same order as the topics are covered in the body?  
Is the thesis statement clear?

### **Body paragraphs**

Is the topic (controlling idea) of the paragraph clearly stated in the topic sentence?  
Is everything in the paragraph related to this topic?  
Are there adequate explanations or examples?

### **Concluding paragraph**

Is there a concluding signal ("In conclusion")?  
Is the thesis statement restated?  
Does the concluding summary contain all the main points made in the body paragraphs?  
Is there a concluding remark (eg. Future prediction, recommendation etc)?

### **Referencing**

Have you included in-text references?  
Do in-text references have the correct format of (Author's family name + Date)?  
Are relevant page numbers included in the in-text references?  
Are all in-text references listed in the reference list?  
Does the reference list include the heading: References ?  
Are references listed in alphabetical order?  
Is one element of every reference written in italics?

### **Language**

Are 'the' and 'a/an' used correctly?  
Do all singular countable nouns have a determiner (a/the/his/her/this/that)?  
-check whether the nouns should be plural  
Have you used hedged language/lower modality language – especially for the objection?  
Is your writing cohesive (uses a good theme/rheme pattern, discourse markers, pronouns etc)?

### **Formatting and other requirements**

Is the word count (not including referencing) within 800-1000 words?  
Is your work saved as a word file?

**\*\*If you have answered yes to these questions, you are probably ready to submit. Submit your work and check the turn it in similarity report. Improve any paraphrasing if necessary.**