

- **Content**
 - Does the essay have a descriptive title?
 - Does the essay have a clear introduction, body, and conclusions?
 - Does the essay have a clear, argumentative thesis statement?
 - Is there a clear mapping scheme that provides a summary of the main ideas?
 - Is evidence used to convince the reader that your argument is correct?
- **Organization**
 - Is each paragraph about one central idea?
 - Does each paragraph (or section) have a claim, evidence, and a warrant?
 - Are there clear transitional sentences that link the paragraphs so that the reader has a sense that each paragraph follows logically and naturally from the preceding one?
- **Style**
 - Is the style “academic” (clear, formal)?
 - Is the vocabulary specific and wordiness avoided?
 - Are sentence types appropriately varied?
- **Grammar**
 - Is every sentence a complete sentence? Are any sentences fragments or run-ons?
 - Are all sentences clear and understandable *on the first read*? Could any sentences be improved?
 - Are there any shifts in tense that sound wrong?
 - Are there any other mistakes in punctuation, spelling, or grammar?
- **Format**
 - Is the paper typed and double-spaced?
 - Has proper documentation been used?
 - Have all format requirements been met?
 - Have you spelled your professor’s name correctly?