

Name _____

- My paper has a title other than "Paper #" or the prompt/assignment title
- My paper meets word requirements not including name block, title and Works Cited
- My paper is double-spaced throughout, with 1-inch margins all-around, in 12-point Times New Roman or Calibri font
- Chapter or article titles are formatted using "Quotation Marks Not Italics"
- Book or journal titles are formatted using *Italics Just Like This*
- My paper uses MLA-style signal phrasing with parenthetical citations
- I used a variety of appropriately-chosen signal verbs to introduce my quotations and paraphrases
- I blended all quotations into a sentence including my own words
- I used block quotes when inline/embedded quotes spanned 4 lines or more
- I used ... ellipses to trim irrelevant material from my quotations
- I used [insert] brackets to insert clarifying information in my quotations
- I used TRIAC and Barclay's Formula to integrate my ideas with those of others
- I used pivotal/transition words, pointing words, and/or keyword repetition to connect sentences within paragraphs
- I connected two or more paragraphs into a coherent multi-paragraph sequence
- My paper has an MLA-style author block
- My paper has page numbers in the upper right corner of the page
- My paper has a Works Cited page that meets MLA guidelines
- My paper has been thoroughly proofread (preferably with a partner)
- I corrected the following stigmatizing errors that I know I tend to make: noun-verb disagreement, non-standard verb forms, uncapitalized proper nouns, sentence fragments, incorrect apostrophe, comma splice, missing or misplaced comma
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