

Research Paper Final Check List

- Paragraphs - each one indented with all indents are equal and just one tab.
- Spelling has been checked.
- Grammar has been checked.
- Plagiarism has been checked.
- Thesis statement is in introduction paragraph.
- Paper is written in Ariel font size 11.
- There will be five pages when PRINTED (not including the title page or works cited).
- There are no spaces between paragraphs.
- Margins have not been altered.
- All first person pronouns have been removed (I, me, my, mine, we, us, our, ours)
- All second person pronouns have been removed (you, your, y'all)
- All contractions are spelled out
- Paper has been checked for repetitious words.
- There is a conclusion paragraph (that does NOT start with "In conclusion" or "Finally" or "Lastly").
- All information that does not specifically prove the point have been removed.
- Paper has in-text.
- In-text has a space before the first parenthesis and periods come after it.
- Every in-text has a source on the works cited page.
- Every in-text uses the first word of the source as listed on the works cited page.
- In-text has been cleaned up to get rid of consecutive in-texts within paragraphs/
- Works Cited is written at the top of the works cited page (centered)
- There are at least six sources.
- All sources listed on the works cited page have an in-text in the paper.
- Sources are alphabetized by the first word of the source.
- Each source's MLA has been double checked for typos.
- Sources are reverse indented.
- Title page has your name and title – do not underline your title or put it in quotation marks
- Everything (final draft, rubric, cards) is put in a manila envelope.

