**Writing Research Papers**

**Edit with a Checklist**

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| --- | --- | --- | --- |
| Name: |  | Date: |  |

Read each line. When you can answer each question with a yes, check it off.

|  |  |
| --- | --- |
|  | **Sentences**  Do sentences read smoothly, with varied lengths and styles? |
|  | Are sentences correct, without run-ons, comma splices, or fragments? |
|  | **Punctuation**  Do commas appear before coordinating conjunctions (and, but, or, nor, for, so, yet) in compound sentences? |
|  | Do commas follow introductory clauses and longer introductory phrases (four words or more)? |
|  | Do quotation marks surround exact words taken from the sources? |
|  | Do I correctly format parenthetical references and place them before the end punctuation of the sentence? |
|  | Are titles of larger works in italics and titles of shorter works in quotation marks? |
|  | Do all entries in the works-cited page have correct punctuation and format? |
|  | **Mechanics**  Are proper nouns and the first words in sentences capitalized? |
|  | In titles, are the first and last words capitalized as well as all words in between except coordinating conjunctions (and, but, or), articles (*a, an, the*), and short prepositions (in, of, at, with, on)? |
|  | Have I checked for spelling using a dictionary or the spell checker on my computer? |
|  | **Grammar**  Do subjects and verbs agree in number? |
|  | Do pronouns and antecedents agree in number, person, and gender? |
|  | **Usage**  Are special terms from sources correctly used in the research paper? |
|  | Are commonly confused words used correctly (your/you’re, their/they’re, its/it’s)? |