REVISION CHECKLIST

# PARTS OF AN ESSAY

Check off each part when you locate it in your essay:

* Introduction
  + Attention Getter
  + Summary of the story
  + Thesis Statement
    - Topic
    - Opinion
    - Points
* Supporting Paragraph #1
  + Topic Sentence
  + Quote from text
  + Explanation
  + Quote from the text
  + Explanation
  + Clincher
* Supporting Paragraph #2
  + Topic Sentence
  + Quote from text
  + Explanation
  + Quote from the text
  + Explanation
  + Clincher
* Supporting Paragraph #3
  + Topic Sentence
  + Quote from text
  + Explanation
  + Quote from the text
  + Explanation
  + Clincher
* Counterclaim #4
  + Topic Sentence
  + Quote from text to support counterpoint
  + Explanation of why it’s not true
  + Quote from the text to refute
  + Explanation
  + Clincher
* Conclusion
  + Restated Thesis Statement
    - First point highlighted
    - Second point highlighted
    - Third point highlighted
    - Counterpoint highlighted
    - Powerful, punched statement of theme / thesis point
  + Final Thoughts (a gift given to your readers)

# TRANSITIONS/FLOW

Check off each part when you locate it in your essay:

* Transitions between each paragraph to build a bridge from one paragraph to the next
  + Between intro and SP #1
  + Between SP #1 and SP #2
  + Between SP #2 and SP #3
  + Between SP #3 and Counterclaim
  + Counterclaim and Conclusion
* Transitions between each sentence to explain the relationship between one sentence and the next
  + INTRODUCTION
    - Attention Getter to Thesis Statement
  + EACH SUPPORTING PARAGRAPH
    - Topic Sentence to quote
    - Quote to explanation
    - Explanation to next quote
    - Quote to explanation
    - Explanation to clincher
  + CONCLUSION
    - Restated Thesis to Final Thoughts

# FORMAL LANGUAGE

Check off each part type of informal language you have checked for:

* No clichés
* No slang
* No informal words
  + get/got
  + a lot
  + anyway(s)
  + could of, would of, should of,
  + pretty, really
  + til
  + used to / use to
  + yeah
* No vague words (things, stuff . . .)
* No contractions
* No fillers (like, well, you know, for sure . . .)
* No abbreviations (phone = telephone)
* No first or second person pronouns (I, me, my, us, we, our, you, your, yours)
* No absolute terms (always, everyone, never . . .)

# VERB TENSE

Check off when completed:

* All verbs describing actions that occurred in the story should be written in the **present tense**.

# TITLE

Check off when completed:

* Intriguing title created.

# M.L.A. Format

Check off when completed:

* Typed in M.L.A. Format