

Research Paper Final Check List

- ☐ Paragraphs - each one indented with all indents are equal and just one tab – no space between paragraphs.
- ☐ Spelling has been checked (try Paperater.com)
- ☐ Grammar has been checked (try Typely.com)
- ☐ Style has been checked (try hemingwayapp.com).
- ☐ Plagiarism has been checked through TurnItIn.com.
- ☐ Thesis statement is in introduction paragraph.
- ☐ Paper is written in Times New Roman font size 12.
- ☐ There will be five pages when PRINTED (not including works cited).
- ☐ Margins have not been altered.
- ☐ First person pronouns have been removed (I, me, my, mine, we, us, our, ours)
- ☐ Second person pronouns have been removed (you, your, y'all)
- ☐ All contractions are spelled out
- ☐ Paper has been checked for repetitious words (try wordcounter.com)
- ☐ 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 the period comes after it when it ends a sentence.
- ☐ 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.
- ☐ Everything is put in a manila envelope.

