

ESSAY SELF-EVALUATION

LAYOUT

- Exact question written at head of paper ()
- Double-spaced ()
- Pages numbered ()
- Paragraphs indented ()
- Word limit respected ()

INTRODUCTION

- Answers question immediately ()
- Paraphrases given terms ()
- Presents brief preview of main points ()
- Specifies titles of text[s] addressed ()
- Is of appropriate length ()

MAIN BODY

- Main points each developed in a separate paragraph ()
- Paragraph Construction:
 - Each adheres to a PDI structure ()
 - Point is clear ()
 - Point is adequately developed ()
 - Point is appropriately illustrated ()
- Paragraphs arranged in logically ordered sequence ()

CONCLUSION

- Begins appropriately ()
- Reiterates thesis (i.e. answer to the question) ()
- Presents brief review of main points ()
- Introduction not repeated word for word ()
- Arrives at an additional conclusion[s] ()

STYLE

- Standard English used ()
- Sentence construction:
 - Diction is correct ()
 - Spelling is correct ()
 - Grammar is correct ()
 - Punctuation is correct ()
 - Double space after full stops ()
 - Commas after subordinate clauses ()
- Succinct ()
- Fluently written ()
- Repetitions avoided ()
- Formal, academic tone ()

- Verboseness avoided ()
 No abbreviations ()
 Written from a first-person point of view ()
 Present tense used in discussing texts ()

DOCUMENTATION OF SOURCES

List of Works Consulted Used:

- All primary sources cited ()
 All secondary sources cited ()
 Entries listed in alphabetical order ()
 Each entry takes the form of a hanging indent ()
 Each entry set out according to relevant MLA guidelines ()

Foot/Endnotes Used:

- Each note set out according to MLA guidelines ()

LITERARY CRITICISM ESSAYS

- Texts not simply summarised but analysed ()
 Present tense used ()
 Titles:
 Novels, plays, collections, journals italicised ()
 Poems, short stories, articles in inverted commas ()
 Quotations followed by page or line references ()
 Short quotations in inverted commas ()
 Short quotes from poems correctly punctuated ()
 Long quotations double indented, no inverted commas ()
 Quotations appropriately introduced ()

LITERARY THEORY ESSAYS

Analytical Essays:

- Thesis of the essay stated ()
 Theory contextualised ()
 Argument summarised point by point ()
 Key terms defined ()
 Precise form of argument analysed ()
 Argument critiqued ()
 Arguments compared and contrasted ()
 Theory illustrated ()

Practical Essays:

- Overview of the theory to be applied ()
 Goals of the critical approach identified ()
 Precise steps to be followed outlined ()
 Literary work chosen is suitable ()
 Reading Methodology Applied ()

CONTENT

Question answered	()
All points made relate to the question asked	()
Essay adequately researched	()