

Progressive Essay Final Draft Cover Page

Printed Student Name: _____

Minimum Criteria -- Student Check List

_____ I answered all 8 essay questions completely.

_____ I included the complete question at the start of each of my answers, numbered and written EXACTLY as in the syllabus.

_____ I cited at least 25 of the required or recommended readings somewhere in my assignment.

_____ I carefully followed the writing and formatting requirements on page 9 of this syllabus.

_____ This assignment (or significant portions of this assignment) has not been turned in for a grade in another course.

_____ **Every time** (every sentence) I used information from a particular source I indicated where the information came from (not just at the end of the paragraph).

_____ I paraphrased information from my sources **in my own words, in my own sentence structure** AND I indicated where the information came from (author and publication year).

_____ I made it clear in the in-text citations what I actually read and what I did not actually read. If I referred to something that one of my resources cited but that I didn't read myself, I used the "as cited in..." format. I did not include any resources that I did not actually read on the reference page.

_____ I included all direct quotes **exactly** as written in the source I read and cited.

_____ I indicated all direct quotes with: (a) quotation marks (or by block indenting quotes longer than 40 words), (b) the last name of the author(s), (c) the year of publication, (d) **and the page or paragraph number** where I found the quote.

_____ I accurately listed all of the resources I cited (and only those I cited) in one reference list on a separate page at the end of the assignment.

_____ All references are included in one reference list at the end of my paper

_____ I used APA format for my reference page.

Student Signature

INSTRUCTOR Grading Criteria:

Minimum requirements met.

few or none (0) *most (2)* *virtually all or all (3)*

The writing and formatting requirements from page 9 of the syllabus were followed.

few or none (0) *most (2)* *virtually all or all (3)*

All of the assigned essay questions were answered completely:

- missing one or more questions (0)*
- some incomplete responses (1)*
- generally complete responses (2)*
- complete responses to all questions (3)*

The answers were thorough and considered a variety of perspectives on the issues.

no, not really (0) *to some extent (2)* *generally (3)* *yes, clearly (4)*

The answers demonstrated a strong tie from research to practice.

no, not really (0) *to some extent (2)* *generally (3)* *yes, clearly (4)*

The answers were strongly supported by accurate citations of relevant literature.

no, not really (0) *to some extent (2)* *generally (3)* *yes, clearly (4)*

The answers reflected a strong understanding of key concepts and issues.

no, not really (0) *to some extent (2)* *generally (3)* *yes, clearly (4)*

Comments:

subtotal _____ + additional points _____ = _____