

REVISION CHECKLIST FOR ANALYTIC/ARGUMENT ESSAYS

1. Is my topic debatable?
2. Does my essay include an effective argumentative thesis?

Writing checklist: identifying an effective thesis

- Does my thesis clearly communicate my essay's main idea?
Does it suggest the approach I will take toward my material?
Does it reflect my essay's purpose?
 - Is my thesis more than a title, a statement of fact, or an announcement of my subject?
 - Is my thesis carefully worded?
 - Does my thesis accurately predict my essay's direction, emphasis, and scope?
3. Have I adequately defined the terms I use in my argument?
 4. Have I considered the opinions, attitudes, and values of my audience?
 5. Have I identified and refuted opposing arguments?
 6. Have I supported my assertions with evidence?
 7. Have I established my credibility?

Guidelines for establishing my credibility

FINDING COMMON GROUND

- Identify the various sides of an issue.
- Identify the points on which I and my readers are in agreement.
- Work the areas of agreement into my argument.

DEMONSTRATING KNOWLEDGE

- Include relevant personal information.
- Include relevant special knowledge of my subject.
- Include the results of any relevant research I have done.

MAINTAINING A REASONABLE TONE

- Use a confident tone.
- Avoid sounding high-handed or pedantic.
- Use moderate language and qualify my statements.

8. Have I been fair and accurate?
9. Are my arguments logically constructed and have I avoided logical fallacies?
10. Does the structure of my essay suit my material and my audience?
11. Have I provided my readers with enough background information?
12. Do I present my points clearly and organize them logically?
13. Do I have an engaging and interesting introduction and a strong conclusion?