

**Here's a checklist for you to use to help you create a high quality term paper.  
Review them carefully, because these are the elements I will look for when I grade  
your paper:**

Title:

- ✓ Do you have an informative Title that clearly indicates the focus of your paper?

Introduction

- ✓ Do you have focus on a specific question and on a proposed answer to that question, have you started your paper with a clear statement of them, and is this focus maintained throughout the paper?
- ✓ Have you presented a reasonable introduction to your topic, with background information, statistics, etc., to "set the stage"?

Review of Literature

- ✓ Have you presented a review of literature that relates directly to your focus clearly and in a reasonable amount of detail?
- ✓ In your review of literature, have you appropriately identified the references you are discussing ("according to...")?
- ✓ Have you included an appropriate emphasis on research?
- ✓ Have you included presentation of at least two specific original research studies from journals?
- ✓ Have you attempted to provide appropriate support (expert opinion, results of research, etc.) for any assertions you have made in the paper?

Analysis and Conclusion

- ✓ Have you critically analyzed the information you have presented to identify similarities and/or differences among your various sources?

- ✓ Have you critically analyzed the research you have presented in terms of any methodological concerns?
- ✓ Have you presented a clear statement of your conclusions and are your conclusions justified by the information presented and analyzed?
- ✓ Do your analysis and conclusion reflect a thoughtful appreciation for the complexities of the issues you have examined, including consideration of alternative answers to your question?
- ✓ Have you offered suggestions for future research that might shed more light on your question?
- ✓ Have you discussed the implications of why your question and answer matter?

#### References

- ✓ Have you used an appropriate number of references?
- ✓ Are your references of good quality?
- ✓ Have you correctly cited your sources in text of paper (authors' last names and year)?

#### Formatting

- ✓ Is the paper mostly in your own words, with use of quotations only where necessary (and correctly cited, with authors' last names and year plus page #)?
- ✓ Have you included a proper listing of your References, with all required information, in proper APA style?
- ✓ Is your paper the appropriate length (based on counting words)?
- ✓ Have you avoided Common Writing Errors?
- ✓ Have you proofread your paper?

- ✓ Have you followed all the formatting and submission instructions contained in the posted handout, "The Term Paper Requirement"?