

#### 4) 2<sup>nd</sup>/3<sup>rd</sup> Body Paragraphs

Student Name \_\_\_\_\_

The student should submit two new paragraphs for this assignment. Corrections should have been made to the first paragraph before working on these to avoid the same mistakes. Staple this signed checklist behind the paragraphs.

MLA (check each item):

- Times New Roman Font
- 12 point, double-spaced
- no extra spacing between paragraphs or lines
- 1 inch margins
- First line indented
- Header with last name page and number in the upper right (1/2 inch from the top- check the font!)
- Heading with Student Name, Tutor Name, Class Name, Date (DD Month YYYY)
  
- Creative Title is centered on the next line under the heading
  
- Thesis is typed correctly and underlined on the next line (left aligned)

#### **Check the following for each paragraph:**

- Topic sentence does not contain a 'be' verb (am, is, are, was, were, be, being, been)
- Topic sentence addresses the first prong from the thesis statement
- The topic sentence begins with a signal word (Next, Secondly, Lastly, Finally) or a bridge transition (mention the last topic and then transition to the next: While pineapple belongs on pizza due to its health benefits, one should also include it due to its flavor profile)
- Uses a clear transition word between assertions
- All sentences are complete (no fragments or run-on sentences).
- The paragraph contains **no** contractions (Can't, won't, isn't, it's etc.)

- No** first-person or second-person pronouns are used (except in evidence as a personal experience). (I, me, my, us, we, you, your)
- Quotes/Details are properly cited using parenthesis at the end of the sentence. Remember, the period comes after the citation, not at the end of the quote! Only exclamation points and question marks can be inside the final quotation mark. In this case, they should still put a period after the citation.
- The commentary addresses the quote/evidence by explaining how the evidence proves the point made. Avoid starting with “This shows that” type statements.
- The conclusion sentence wraps up the whole paragraph, not just the last point made. It does not exactly copy the topic sentence but draws the paragraph’s ideas together to show that the topic has been proven.
- The conclusion sentence does not contain a ‘be’ verb (am, is, are, was, were, be, being, been)
- The paragraph as a whole makes sense (logical flow of information intended to persuade)

Parent Signature that all details above have been specifically checked:

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Signature