



Writing Checklist

Directions: Use this checklist to guide your writing process. Below are questions to ask yourself when writing your paper. There are blank spaces left for you to add additional steps. For additional help, make an appointment to meet with a Writing Center tutor.

Checklist:

Step	Completed?
Read writing prompt, ask questions from instructor as needed	
Develop thesis/argument	
Create outline	
Write rough draft	
Revise	
Ask someone for feedback. Check out the Writing Center!	
Edit/copyedit	
Check citations and paper format	
Turn in to Canvas	

Questions to ask yourself:

- Does your paper meet all standards listed in the rubric?
- Do you have a well-defined thesis?
- Is the paper well organized?
- Are you using the proper citation style?

Note: Make sure to check your instructor's assignment guidelines or rubric before starting any assignment.