Paper Turn In Checklist:

Have you remembered the little things?

☐ Have you put your name on the first page of the paper?
☐ Have you remember not to attach a cover page?
☐ Have you numbered your pages?
☐ Have you stapled your paper?
☐ Have you used black ink?
☐ Have you double-spaced your paper?

Have you remembered the big things?

☐ Have you clearly identified your thesis?
☐ Have you used proper paragraph form (with indents)?
☐ Have you used topic sentences?
☐ Have you used quotations to support your ideas?
☐ Have you used proper footnote and bibliographic formats?
☐ Have you revised your paper with several drafts?