

# MLA Format Research Paper Checklist

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

Title of Research Paper: \_\_\_\_\_

Teacher Name: \_\_\_\_\_

Date: \_\_\_\_\_

## **Format:**

My research paper has been prepared using the following format standards:

- \_\_\_\_\_ Typed in 12-point font
- \_\_\_\_\_ Times New Roman Font
- \_\_\_\_\_ Double spaced
- \_\_\_\_\_ Black ink
- \_\_\_\_\_ One inch margins around
- \_\_\_\_\_ No extra spaces between paragraphs
- \_\_\_\_\_ Title at beginning and centered
- \_\_\_\_\_ MLA Format at top of first page
- \_\_\_\_\_ MLA Format of last name and page number on all following pages

## **Introduction:**

My research paper includes an introduction that has:

- \_\_\_\_\_ An interesting hook that captures attention
- \_\_\_\_\_ A strong thesis statement
- \_\_\_\_\_ No details/examples of the main points from sources
- \_\_\_\_\_ No phrases resembling, "In this paper you'll learn..." or "After reading this paper..."

## **Body:**

Sources and Plagiarism:

- \_\_\_\_\_ My research paper contains accurate information from credible scholarly sources. These sources are timely and contain current information on my topic.
- \_\_\_\_\_ This paper is written in my own words.

## **Internal Citing:**

My research paper includes internal citations according to the following standards:

- \_\_\_\_\_ AT LEAST SIX CREDIBLE SOURCES, cited parenthetically in the proper format: (Davis 1999).
- \_\_\_\_\_ Credit is given each time that the information is used, even if it is paraphrased or summarized.
- \_\_\_\_\_ Each source listed on my works cited page is cited at least once within my paper.
- \_\_\_\_\_ The majority of my sources come from credible print sources, such as books, scholarly journals, and periodicals. Most of my sources are NOT web based, but come from the online databases that the library subscribes to.

SEE ACADEMIC HONESTY STATEMENT

**Conclusion:**

My research paper includes a conclusion that has:

\_\_\_\_\_ A logical closing that ties together the main points of my paper.

\_\_\_\_\_ A unique closing statement that does not repeat the opening statement and leaves the reader with something to think about.

\_\_\_\_\_ No phrases resembling, "In this paper you have learned..." or "Now that you've read my paper..."

**Works Cited Page:**

\_\_\_\_\_ Page has a title of Works Cited with no bold, italic, underline, quotes, etc.

\_\_\_\_\_ Entries are alphabetized according to the author's last name

\_\_\_\_\_ Entries are not numbered or bulleted

\_\_\_\_\_ Entries are double-spaced

\_\_\_\_\_ Entries are formatted with a "hanging indent"

\_\_\_\_\_ Journals and database titles are italicized

\_\_\_\_\_ Article titles have proper capitalization and punctuation

**Conventions (grammar and spelling):**

\_\_\_\_\_ I have had ample opportunity to edit my paper, and it is virtually error free.

\_\_\_\_\_ I have read my ENTIRE ESSAY out loud in an effort to proofread and check for errors

**Academic Honesty Statement:**

***Academic honesty is crucial to the educational process. I understand that if any part of this research paper has been copied from a source without proper citations, it is considered plagiarism. Plagiarism is a violation of the Student Code of Conduct, and I may be penalized for this including receiving a 0 on this assignment with no opportunity to make up or re-do.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_