

Name:

Period:

In-Class Essay Checklist and Goals Sheet

Instructions: Read through your paper. When something is done correctly, circle yes and **underline** that part of the essay in **green**. When something is done incorrectly, circle no and **underline** that section in **red**. **Write in the margin what needs to be added, changed, or removed to make that part correct.** Make your plans clear on your marked-up rough draft. You will not be allowed to write a new paper at home. But you can use your marked-up rough draft and all the plans you've written on it when write your final draft next time in class.

Formatting

- Name, teacher, class name, and date are on the top left side of the page (yes no)
- Last name and page number is placed at the top right of each page (yes no)
- Title is centered ...same font style and size (yes no)
- Paper is left aligned (yes no)
- Entire paper is double-spaced, 12-pt Times New Roman or Calibri font (yes no)

3rd Person

- Stayed in 3rd person throughout. You avoided using I, me, my, our, we, you, your, us— basically, you never referred to yourself or the reader of your essay.” (yes, no) *If you said no, highlight every instance of 1st or 2nd person that needs to be adjusted and write an alternate plan of word(s) to use on the essay.*

Prompt I answered (circle one)

- Prompt A (xenia)
- Prompt B (hero traits)
- Prompt C (husband/wife loyalty)

Introduction

- Introduction is at least five sentences long and moves from general to specific (yes no)
- Nowhere in your introduction do you refer specifically to your “essay” or the “prompt” (this would be in statements like “in this essay” or “the prompt asked”) (yes no)
- Starts with at least three sentences that introduce the general topic:
 - If Prompt A, you discussed the concept of hospitality. Perhaps you talked about the hosts and guests today. Perhaps you explained generally what xenia was. You did not write your claim and state specific expectations for hosts and guests. You did not mention anything specific about the book or its characters. (yes no)
 - If Prompt B, you discussed IN YOUR OWN WORDS one or several of the following ideas: heroes reflecting the culture/society they are created in, what an epic hero is, heroes having qualities/traits that people admire. (yes no)

- If Prompt C, you discussed IN YOUR OWN WORDS what loyalty in relationships is and how expectations or requirements for loyalty might be different depending on time, place, and cultural beliefs. (yes no)
- The general topic intro (at least the first three sentences) does not mention anything specific about *The Odyssey* (no author, characters or events in the story) and does not state your claim. (yes no)
- Introduction has one complete sentence that introduces the author's full name and the title of the work. The title of the work and author are spelled correctly. The title is italicized or underlined. The sentence is worded in a way that it is linked to the general topic you previously introduced. (yes no)
- The claim answers the question.
 - Prompt A: You specifically stated the expectations for a host in ancient Greek society as well as specifically stated the expectations for a guest in ancient Greek society. (yes no)
 - Prompt B: You specifically stated two traits that the ancient Greeks admired. You were clear about this and did not stop merely at saying that Odysseus has these qualities. These two traits are markedly different from each other. These two traits are not vague or circular (meaning one of the traits should not be that the Greeks wanted their heroes to be heroic). (yes no)
 - Prompt C: You specifically stated what ancient Greek expectations were for husbands and for wives. Basically, you stated what husbands could do or not do to be deemed loyal in ancient Greek society and then you said wives could do or not do to be deemed loyal in ancient Greek society. (yes no)
- Your claim is part of your introduction paragraph and is the last thing you wrote in the introduction paragraph. (yes no)

Note: If you changed anything your claim so that it answers the prompt, it probably means you'll need to adjust your body paragraphs so they match up with the changes.

First Body Paragraph

- The first body paragraph begins with a topic sentence that is a natural extension from the claim. It is introducing a sub-point of your claim and answers part of the prompt. This means that it states the first reason/answer listed in your claim
 - For Prompt A, it should state the specific expectation(s) the ancient Greeks probably had for either a host or a guest. It should be whatever one you listed first in your claim. (yes no)
 - For Prompt B, it should state one trait that the ancient Greeks probably admired and how Homer showed that it was an important quality. It should be whatever trait you listed first in your claim. It should not state merely that Odysseus has this quality. (yes no)
 - For Prompt C, it should state the ancient Greek expectation for loyalty for one side of the relationship (husband or wife). It is a clear expectation or requirement

about what the individual needed to do or not do in order to be considered loyal in ancient Greece. It should be whatever you listed first in your claim. (yes no)

- The topic sentence is not the sentence that is used to introduce your evidence. In other words, the first sentence is not immediately followed by your quote. (yes no)
- A quote introduction is present, gives context (background) for the upcoming quote, does not use the word “quote,” and is properly punctuated. Check the pink tape-in for help. (yes no)
- The evidence is properly placed within quotation marks. It is word-for-word from the book. The period to end the sentence appears after the citation and *not* inside the quotation marks. (yes no)
- The evidence is cited only with the author’s last name and the page number of the quote within parentheses. No comma is placed between the name and number. (yes no)
- The evidence is clearly proves what you stated in your topic sentence. (yes no)
- The warrant after the evidence explains in 3-5 sentences *how* the evidence presented ties in with your claim. It does not use the word “quote.” (yes no)
- Your warrant points out and explains at least details in the evidence you gave that prove what you wrote in your topic sentence. You clearly and specifically connected these details to what you wrote in the topic sentence. (yes no)

Second Body Paragraph

- The second body paragraph begins with a topic sentence that is a natural extension from the claim. It is introducing a sub-point of your claim and answers part of the prompt. This means that it states the second reason/answer listed in your claim
 - For Prompt A, it should state the specific expectation(s) the ancient Greeks probably had for either a host or a guest. It should be whatever one you listed second in your claim. (yes no)
 - For Prompt B, it should state one trait that the ancient Greeks probably admired and how Homer showed that it was an important quality. It should be whatever trait you listed second in your claim. It should not state merely that Odysseus has this quality. (yes no)
 - For Prompt C, it should state the ancient Greek expectation for loyalty for one side of the relationship (husband or wife). It is a clear expectation or requirement about what the individual needed to do or not do in order to be considered loyal in ancient Greece. It should be whatever you listed second in your claim. (yes no)
- The topic sentence is not the sentence that is used to introduce your evidence. In other words, the first sentence is not immediately followed by your quote. (yes no)
- A quote introduction is present, gives context (background) for the upcoming quote, does not use the word “quote,” and is properly punctuated. Check the pink tape-in for help. (yes no)
- The evidence is properly placed within quotation marks. It is word-for-word from the book. The period to end the sentence appears after the citation and not inside the quotation marks. (yes no)

- The evidence is cited only with the author’s last name and the page number of the quote within parentheses. No comma is placed between the name and number. (yes no)
- The evidence is clearly ties in with the element discussed in your topic sentence. (yes no)
- The warrant after the evidence explains in 3-5 sentences how the evidence presented ties in with your claim. It does not use the word “quote.” (yes no)
- Your warrant points out and explains at least details in the evidence you gave that prove what you wrote in your topic sentence. You clearly and specifically connected these details to what you wrote in the topic sentence. (yes no)

Conclusion

- The conclusion restates the claim, author, and title in the first sentence. It is worded differently than the claim in your introduction but has the same basic meaning. (yes no)
- The conclusion reviews *how* you proved the main points of the essay. These main points tie in with topic sentences of your body paragraphs *and* the evidence presented in them. (yes no)
- The conclusion does not introduce any new information. (yes no)

Reflection

What are three specific, checklist-based goals you want to make sure to change between your rough draft and final draft? What, specifically, will you do to meet these goals? **Do NOT be general here.** Be sure you **give a specific part of the essay** that you need to adjust (ie “my warrant in my second body paragraph needs to talk about specific quote details” or “the topic sentence of my first body paragraph needs to tie in with my claim”) **and make a clear plan of how to fix that specific problem** (ie “I’ll refer to _____ and _____ details in my warrant” or “I’ll mention the cyclops incident in my topic sentence so it matches my claim). Feel free to write on a separate piece of paper and attach it if there’s not enough room here.

1)

2)

3)