

Faculty of Community Services

Academic Support & Resource Centre

Self-Editing Checklist

SCOPE	AREA	CHECKED
Global	Is there an introduction, body and conclusion?	<input type="checkbox"/>
	Is the purpose of the paper clear to the reader?	<input type="checkbox"/>
	Is there a clear thesis statement?	<input type="checkbox"/>
	Are there topic sentences for each paragraph?	<input type="checkbox"/>
	Does each paragraph flow logically from one to the next?	<input type="checkbox"/>
Paragraph	Is there one major idea per paragraph?	<input type="checkbox"/>
	Does the topic sentence relate to all or part of the thesis statement?	<input type="checkbox"/>
	Are quotations, paraphrases, and/or academic sources used to support the topic sentence?	<input type="checkbox"/>
	Are quotations integrated with the sentences preceding and following?	<input type="checkbox"/>
	Are paraphrases clear and succinct?	<input type="checkbox"/>
	Is there enough academic evidence provided to support the argument?	<input type="checkbox"/>
	Are the ideas presented in the paragraph logical?	<input type="checkbox"/>
	Is all supporting evidence appropriately cited?	<input type="checkbox"/>
Sentence	Agreement	<input type="checkbox"/>
	Tense	<input type="checkbox"/>
	Pronouns	<input type="checkbox"/>
	Style/Tone	<input type="checkbox"/>
	Punctuation	<input type="checkbox"/>
Words	Canadian spelling	<input type="checkbox"/>
	Plurals versus apostrophes	<input type="checkbox"/>
	Vocabulary	<input type="checkbox"/>