EN 474 THEORY PAPER CHECKLIST  Spring 2009

Theory statement [a separate page at the beginning of your paper]  

Evaluation Criteria:  

Contents: adherence to content requirements:  
[Contents 1 and 2 on assignment sheet]  
  Background information  
  Explanations of theory  
  Definitions of key terms  
  Translation of theory into pedagogy/practice  
  Interview  
  Assignment Plan (1½ page maximum)  
  Reflection  

Structure, Development, and Analysis  

Clarity of the focus  
Sufficiency and logic of the topic's development  
  (not too brief, not too rambling into minor or irrelevant points)  
References to authoritative sources  
Research Sources Integrated into Theory Paper  
Clarity and appropriateness of the Assignment Plan  
Conclusions drawn  

MLA format: for researched information, interviews documentation  
  Works Cited page  
  Quoting/in-text citation  
  Printouts or photocopies of all sources  
  [all quoted materials directly or indirectly highlighted]  

Final Researched Theory Paper [at least]  
At least 2 authoritative sources print or online  
At least 1 source within the last 2 years  
  one book  
  one journal article  
  one Internet source  
  one interview  

Interview notes or tapes  

Annotated Bibliography in MLA format (already completed)  

Length (8 to 10 pages including assignment plan, but not  
  interview notes, Theory statement or Works Cited page)  

Mechanics and Structure  

Paraphrasing  
Clear Sentences  
Appropriate word choice  
Fragments and Run-ons  
Pronoun agreement and references  
Verb tense, mood, and voice  
Non-standard forms  
Commas, apostrophe  
Other punctuation marks  
Capitals, homonyms  
Abbreviations, numbers, underlining  

Due date: April 9, 2009  Date submitted: ____________________