**Final Draft Preparation**

I see common errors across all 2nd drafts. This worksheet addresses those common errors. Follow the worksheet and you will have a solid final draft due 3/20.

Please remember that you must follow these extremely rigid and basic rules. Once you master the basics, you can go absolutely crazy. First, show me you can master the basics with this research paper. Don’t be a hero. Well, be a basic hero.

**Thesis**

Students are still not formatting their thesis correctly. Here is the correct format:

|  |  |
| --- | --- |
| Counter | Many resources are used to protect endangered animals |
| Declaration | More measures should be taken to protect narwhals |
| 3 points to prove declaration  | Public awarenessReallocation of fundsAn end to narwhal hunting |
| Final thesis | While many resources are used to protect endangered animals, more measures should be taken to protect narwhals through public awareness, reallocation of funds, and an end to narwhal hunting |

Now, you try (ahem, again):

|  |  |
| --- | --- |
| Counter |  |
| Declaration |  |
| 3 points to prove declaration  |  |
| Final thesis |  |

**Title**

To write a title, you should use a colon and be creative. The first part of the title should indicate what the paper is about. The second part should describe in more detail what your paper will explore (think of the declaration in your thesis). If your thesis is “While many resources are used to protect endangered animals, more measures should be taken to protect narwhals through public awareness, reallocation of funds, and an end to narwhal hunting” a good title might be:

|  |  |
| --- | --- |
| Quick, catchy hook referencing main point | Unicorns of the Sea |
| More descriptive detail, but still concise and catchy | The Fight to Protect the Endangered Narwhal |
| Final title | Unicorns of the Sea: The Fight to Protect the Endangered Narwhal |

Note that the declaration of the thesis is in bold: “While many resources are used to protect endangered animals, **more measures should be taken to protect narwhals** through public awareness, reallocation of funds, and an end to narwhal hunting” so the title specifically references the thesis in the second part: “Unicorns of the Sea: The Fight to **Protect the Endangered Narwhal**”

Now, you try:

|  |  |
| --- | --- |
| Quick, catchy hook referencing main point |  |
| More descriptive detail, but still concise and catchy (includes reference to declaration portion of thesis) |  |
| Final title |  |

**Miscellaneous Notes**

* In formal, academic writing, such as a research paper, remove all contractions (“don’t” becomes “do not”
* Effective writing does not use “it” or “they” or “this”. These words are all terribly vague. If you are writing a research paper, you want to be extremely concise to the point of being repetitive. This is ok. Remember, you are completing a paper in the most basic way by following the template (5 paragraph, PEE paragraphs, etc). You will not write like this forever. Only after you master the basics can you then go crazy. Don’t go crazy yet. Keep it simple. Repetition in points is ok right now. Remove all “it”, “they”, “this” and replace with the word you are referring to.
* Additionally, remove “you”, “we”, “our”, and even “I” (“I will prove” becomes “this paper will prove” and “this” is ok in this context because you immediately state “paper”).

Example sentence: “**They** need **our** help because **it** is a bad situation” can be revised to “**Narwhals** need **the help of awareness groups** because **the narwhal population is in rapid decline**”

Now, find a sentence in your paper that uses it, they, this, we, us, our, I, and revise it to be more concise:

|  |  |
| --- | --- |
| Original sentence |  |
| Revised sentence  |  |

* Topic and Concluding Sentences: Make sure your topic and concluding sentences also reference the declaration of your thesis. In our earlier example, the thesis was “While many resources are used to protect endangered animals, **more measures should be taken to protect narwhals** through public awareness, reallocation of funds, and an end to narwhal hunting” (the declaration is bolded). An example (bad) topic sentence for the first point (which was “*public awareness*”): “We should *raise awareness* of the rapid decline of narwhals” can be revised to a correct topic sentence: “**New measures must be taken for the protection of narwhals** *as many people are completely unaware of the terribly low narwhal population*”

Now find a topic sentence in your paper that does not reference the declaration of your thesis and revise:

|  |  |
| --- | --- |
| Original sentence |  |
| Revised sentence  |  |

Now that we have looked at specifics, some of you need to completely reorganize your structure, while a few others may need only to make sure their organization is correct. In the following spaces, completely lift the text from your 2nd draft and place into the correct section. Then, look at the questions listed after that section. Revise according to the questions.

**Introduction**

|  |  |
| --- | --- |
| Hook (1-2 sentences) |  |
| Is my hook catchy? Does it reference the main point of my paper? Does it connect to the following sentence?  |
| Summary of main point (2-3 sentences) |  |
| Is my summary of my topic concise and direct? Does it connect to the following sentence? |
| Map (1-3 sentences) |  |
| Does my map clearly state what ground the paper will cover, in the order in which it will be covered? Does it connect to the following sentence? |
| Thesis (1 sentence) |  |
| Is my thesis in the correct format (counter, declaration, 3 main points)?  |

**Body Paragraph 1**

|  |  |
| --- | --- |
| Topic Sentence (1 sentence) |  |
| Does my topic sentence state the first point of my thesis? Does it include a reference to the declaration of my thesis? Does it solidly state what this body paragraph will prove?  |
| Point (1-2 sentences) |  |
| Does my point state, in my own words, the argument that proves the point of my topic sentence?  |
| Evidence (no more than 4 lines) |  |
| Is my evidence correctly set up/embedded? Is my evidence delivered in fewer lines than my explanation? Is my evidence correctly cited? |
| Explanation (for every line of evidence, you should have 2 lines of explanation) |  |
| Does my explanation show my own original argument? Is my explanation in my own words? Have I explained how this evidence proves the point I state in my topic sentence?  |
| Concluding sentence (1 sentence) |  |
| Does my concluding sentence state what my paragraph has proven? Does it include a reference to the declaration of my thesis? Have I actually proven what my concluding sentence states that I have proven?  |

**Body Paragraph 2**

|  |  |
| --- | --- |
| Topic Sentence (1 sentence) |  |
| Does my topic sentence state the first point of my thesis? Does it include a reference to the declaration of my thesis? Does it solidly state what this body paragraph will prove?  |
| Point (1-2 sentences) |  |
| Does my point state, in my own words, the argument that proves the point of my topic sentence?  |
| Evidence (no more than 4 lines) |  |
| Is my evidence correctly set up/embedded? Is my evidence delivered in fewer lines than my explanation? Is my evidence correctly cited? |
| Explanation (for every line of evidence, you should have 2 lines of explanation) |  |
| Does my explanation show my own original argument? Is my explanation in my own words? Have I explained how this evidence proves the point I state in my topic sentence?  |
| Concluding sentence (1 sentence) |  |
| Does my concluding sentence state what my paragraph has proven? Does it include a reference to the declaration of my thesis? Have I actually proven what my concluding sentence states that I have proven?  |

**Body Paragraph 3**

|  |  |
| --- | --- |
| Topic Sentence (1 sentence) |  |
| Does my topic sentence state the first point of my thesis? Does it include a reference to the declaration of my thesis? Does it solidly state what this body paragraph will prove?  |
| Point (1-2 sentences) |  |
| Does my point state, in my own words, the argument that proves the point of my topic sentence?  |
| Evidence (no more than 4 lines) |  |
| Is my evidence correctly set up/embedded? Is my evidence delivered in fewer lines than my explanation? Is my evidence correctly cited? |
| Explanation (for every line of evidence, you should have 2 lines of explanation) |  |
| Does my explanation show my own original argument? Is my explanation in my own words? Have I explained how this evidence proves the point I state in my topic sentence?  |
| Concluding sentence (1 sentence) |  |
| Does my concluding sentence state what my paragraph has proven? Does it include a reference to the declaration of my thesis? Have I actually proven what my concluding sentence states that I have proven?  |

**Conclusion**

|  |  |
| --- | --- |
| Restatement of map |  |
| Do I restate what my paper has covered?  |
| Restatement of thesis |  |
| Do I restate my thesis and explain how I have proven this thesis using my 3 main points?  |
| Solution |  |
| Do I offer a solution and explain how this solution will solve the argument of my thesis?  |