**For the final drafts of your literary analyses, you need to do the following:**

1) Create a *new* document in Google Docs.

2) *Copy* and *paste* your rough draft into the new document.

3) Do *not* change *anything* on your rough draft; all corrections should be made on your final draft only.

**Hard copy materials to turn in:**

## 1. quotation charts

## 2. documented sentence outline

3. locating a secondary source sheet

## 4. checklist sheet (this sheet)

(Cut here, and turn in the checklist to Ms. Server.)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Checklist: Please *only* check off the line if it is complete!**

I have:

\_\_ used MLA format properly (12 pt. font, Times New Roman, double-spaced, header, title, etc.)

\_\_ reviewed my rough draft and addressed every comment from Ms. Server.

\_\_only written in *present* tense.

\_\_have a minimum of 750 words and 5 paragraphs.

\_\_a minimum of one quotation from a secondary [scholarly] source + parenthetical documentation

\_\_correctly used parenthetical documentation throughout my analysis

\_\_ *analyzed* my paper and not just provided a summary of *The Crucible*.

\_\_ A Works Cited page listing citations for *The Crucible*  and my secondary source (in MLA format)

\_\_Proofread my paper *aloud* at least 2x

\_\_ Turned in my hard copy materials.

Signature: X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_