**Academic Writing Expectations Checklist**

The faculty Assessor will use this checklist to evaluate whether your written responses adhere to the conventions of scholarly writing. Review this checklist prior to submitting your Assessment to ensure your writing follows academic writing expectations. Click the links to access Writing Center resources:

**Sentence-Level Skills**

[ ]  Constructing complete and correct sentences
**Note:** See an explanation of [sentence components](http://academicguides.waldenu.edu/writingcenter/grammar/sentences) and how to avoid [sentence fragments and run-ons](http://academicguides.waldenu.edu/writingcenter/grammar/runonsentences).

[ ]  Using and spelling words correctly
**Note:** See a list of [commonly misused words](http://academicguides.waldenu.edu/writingcenter/grammar) and information on [MS Word’s spell check](http://waldenwritingcenter.blogspot.com/2011/03/making-word-work-for-you.html).

[ ]  Using punctuation appropriately
**Note:** See the different types of [punctuation](http://academicguides.waldenu.edu/writingcenter/punctuation) and their uses.

[ ]  Using grammar appropriately
**Note:** See a [Grammarly tutorial](http://academicguides.waldenu.edu/writingcenter/grammarly) to catch further errors.

**Paragraph-Level Skills**

[ ]  Using paragraph breaks
**Note:** See a description of [paragraph basics](http://academicguides.waldenu.edu/writingcenter/paragraphs).

[ ]  Focusing each paragraph on one central idea (rather than multiple ideas)
**Note:** See an explanation of how [topic sentences](http://academicguides.waldenu.edu/writingcenter/paragraphs/topicsentences) work.

**Use of Evidence**

[ ]  Using resources appropriately
**Note:** See examples of [integrating evidence](http://academicguides.waldenu.edu/writingcenter/evidence) in a paper.

[ ]  Citing and referencing resources accurately
**Note:** See examples of [citing and referencing resources](http://academicguides.waldenu.edu/writingcenter/apa/citations) in a paper.

*[ ]* Paraphrasing (explaining in one’s own words) to avoid plagiarizing the source
**Note:** See [paraphrasing strategies](http://academicguides.waldenu.edu/writingcenter/evidence/paraphrase/effective).

**Formatting Written Assignments**

[ ]  Using appropriate APA formatting, including title page, margins, and font
**Note:** See [APA overview](http://academicguides.waldenu.edu/writingcenter/apa) and [APA template](http://academicguides.waldenu.edu/writingcenter/templates) from the Writing Center.

**Comments:**

