## Example Assignment Checklist

### Assignment: Research Paper on Renewable Energy

1. **Understanding the Topic**

* Read the assignment description thoroughly.
* Identify the key questions and objectives.

2. **Research and Resources**

* Gather at least five credible sources.
* Take detailed notes and organize them by subtopic.

3. **Thesis Statement**

* Develop a clear, concise thesis statement.
* Ensure the thesis addresses the main research question.

4. **Outline**

* Create a detailed outline with main points and subpoints.
* Include sections for introduction, body, and conclusion.

5. **Drafting**

* Write the introduction with a hook and background information.
* Develop body paragraphs with evidence and analysis.
* Ensure each paragraph supports the thesis.
* Write a strong conclusion summarizing key points and restating the thesis.

6. **Citations and References**

* Cite all sources correctly in the text.
* Create a bibliography in the required citation style (APA, MLA, etc.).

7. **Peer Review**

* Exchange drafts with a classmate for feedback.
* Incorporate peer feedback into the revision.

8. **Revision**

* Review the paper for clarity, coherence, and logical flow.
* Check for grammar, spelling, and punctuation errors.
* Ensure all instructions and formatting guidelines are followed.

9. **Final Submission**

* Prepare the final version of the paper.
* Ensure the document is properly formatted and free of errors.
* Submit the paper by the deadline.

10. **Self-Assessment**

* Reflect on the research and writing process.
* Identify areas for improvement for future assignments.