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THINGS TO ALWAYS DO IN ACADEMIC WRITING

ALWAYS make sure to write on topic. Every sentence should be relevant so the reader does not become lost.

- Be consistent in an argument - no flip-flopping!
- Ask yourself if the information being included is relevant.

Dogs are great animals. They are loyal, friendly, playful and can make life more enjoyable. ~~Chicken is a healthy dish~~. There are many breeds of dogs to choose from when selecting, but one should make sure it fits their lifestyle.

ALWAYS cite your work and avoid plagiarism.

- DBQ's require citing a simple document. Example: (doc. 4) or "Document 4 shows..."
- Adhere to MLA or APA style citations when requested by instructors.

Spelling

Relevancy

Completion

Support

Details



ALWAYS review your work!

- Check for spelling and grammar errors
- Check to make sure your work avoided the "Do Not's" of academic writing
- Did you answer the question/prompt?

ALWAYS transition from one idea/point to the next.

- Do not be afraid to use indents - start a new paragraph when an idea changes
- Lead the reader into the next paragraph with information or a supporting statement
- Make sure your next paragraph picks up where the previous one left off

ALWAYS use acceptable formatting.

- Size 12
- Times New Roman or a simple font
- Double spaced

BAD: The soccer team is the best in league. They are really good and have beaten everyone.

BETTER: The soccer team is the best in the league as they have not lost a game yet. Their undefeated record and goal differential has set them apart from other teams in the league.

BEST: The girls soccer team is the best in the league having compiled a 16-0 season, defeating every team, including last years champions. Nikki has scored a school record of 26 goals this year and Jenny has only allowed 11 goals in all 16 games combined.

ALWAYS provide evidence through supporting statements with facts, quotes, statements, and detailed information

- Expand thoughts and ideas with supportive sentences
- Provide specific details when applicable

