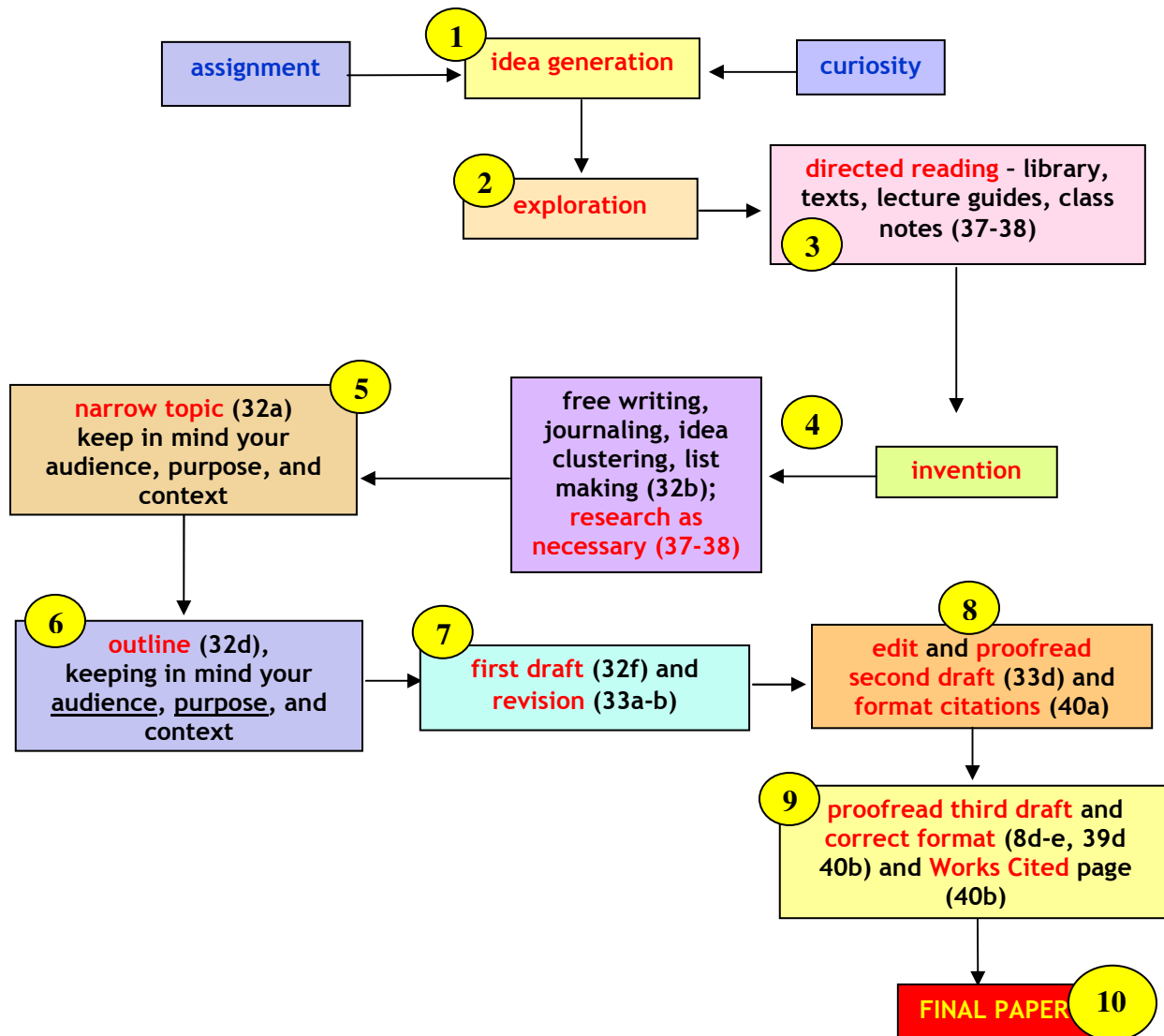


Think of all academic writing as having the following stages and components:



1. **Format:** presentation, use of a particular style (in this case, MLA style), attention to detail, etc.
2. **Structure:** organization: in most cases, a clear introduction (with thesis statement), supporting body, conclusions, and a Works Cited page.
3. **Mechanics:** diction, grammar, punctuation, spelling, and conventions
4. **Substance:** did you synthesize material from various sources (lecture, discussion, film, readings, outside research)? did you do more than just regurgitate back material: did you critically think about what you read, question theories, and bring in ideas of your own? did you substantiate your statements with citations and provide sources for ideas and words not your own?
5. **Maturity:** first, did you do what the assignment asked you to? did you devote adequate time to planning and preparation – or did you just whip it out? did you proofread and revise it? did you, in sum, take the assignment seriously? did you avoid plagiarism by citing ideas and wording not your own?

Regardless of what your writing assignment is, plan on following the process and incorporating the elements on this page.