CHECKLIST COVERSHEET
Complete this checklist and include it as a coversheet with your assignment submission. Assignments without the checklist will not be accepted.

Sources
Which of the following types of sources did you cite in your paper?

☐ Journal article  ☐ Image
☐ Book  ☐ Government document
☐ Book chapter  ☐ Personal communication
☐ Website  ☐ Podcast
☐ Newspaper article  ☐ Dataset
☐ Film  ☐ Other ___________

Citations and Bibliography
☐ Do the entries in your reference list or bibliography adhere to a specific citation style, such as the American Sociological Association (ASA)? See the ASA Quick Guide: http://www.asanet.org/documents/teaching/pdfs/Quick_Tips_for_ASA_Style.pdf.

☐ Do the citations in the text of your paper adhere to ASA citation style or another acceptable style, such as MLA?

☐ Do all of the sources you cite in the text of your paper have a corresponding entry in your reference list or bibliography?

☐ Do all of the entries in your reference list or bibliography have a corresponding citation in the text of your paper?

Quotes, Claims, and Evidence
☐ Are all of the knowledge claims you make in your paper supported by some kind of evidence?
    A knowledge claim is something you assert to be true. Evidence is any fact or idea that you use to support your knowledge claim.

☐ Have you evaluated your sources?
    Sources should be credible, valid, and relevant.

☐ Did you provide a citation for all of the facts, quotes, and ideas that you borrowed from your sources?
    It's not enough to cite facts and quotes; you must also cite any idea that you have borrowed from a source, even if you have expressed it in your own words.

☐ Are all of your quotes necessary?
    If the quote you have selected is not the best or only way to express a fact or idea, express it in your own words. And cite it.