

LONG TERM PAPER / PROJECT PLANNER

- _____ Step 1: Read and understand your assignment. Look over your prompt and determine what you are being asked to do.
- _____ Step 2: Choose a topic. Focus your argument by developing a hypothesis or position. In other words, what will you be arguing?
- _____ Step 3: Determine your research strategy. Will you use online sources, books, journals, etc.?
- _____ Step 4: Begin looking for resources (books, journals, websites).
- _____ Step 5: Write a thesis statement.
- _____ Step 6: Outline your paper and develop a structure for your argument.
- _____ Step 7: Analyze your resources, compare arguments, and develop your own conclusions, then write your 1st draft.
- _____ Step 8: Go back and conduct additional research if needed.
- _____ Step 9: Revise and rewrite your draft. Focus on meeting all of the requirements (structure) and basic editing (grammar, spelling, etc.).
- _____ Step 10: Finalize your paper. Check for flow and transition sentences. Are you making a clear argument? Include all necessary citations and references.