

**ENG 102 CHECKLIST: \* COMPLETE & ATTACH this to each PAPER\***

**DON'T CHECK OFF ITEMS UNLESS THEY ARE TRUE – otherwise FIX THEM!!**

**6 Instant 0/F: Quick Minimums CHECK for what defines an ENG102 paper:** If you don't meet these minimums you do not have a 102 paper: use late points or W/drop

<b>FIRST PAPER: is an instant 0/F if...</b>	<b>FINAL PAPER: : is an instant 0/F if...</b>
1) You have no Works Cited Page with all sources used	1) You have no Works Cited Page with all sources used
2) You Have Less than 8 total sources	2) You Have Less than 10 total sources
3) You have Less than 6 arguments and 1 counter each its OWN paragraph w/quotes	3) You have Less than 10 arguments (2 can be counters) each its OWN paragraph w/quotes
4) You Have no peer reviewed journals (3 minimum needed/each missing is -10 points)	4) You Have no peer reviewed journals (3 minimum needed/each missing is -10 points)
5) You don't have at least 9 paragraphs (intro and conclusion + 6 arguments w/quotes + 1 counter/w quotes)	5) You don't have at least 12 paragraphs (intro and conclusion + 8-10 arguments w/quotes + 1-2 counter/w quotes)
6) Shorter than 4 pages (allowed fonts only!)	6) Shorter than 6 pages (allowed fonts only!)

**I. SIGN HERE: "I checked and do NOT have any of the instant 0/F above"**

signature \_\_\_\_\_ date: \_\_\_\_\_

**II. UNDERLINE THESIS in INTRO:** What is your EXACTLY as approved THESIS:

**\*\*DO NOT USE Free Essay Websites (instant as 0/F + plagiarism) \*\***

**III. Sources and Quotes**

\_\_\_\_ 1. Every argument & counter needs 2 quotes minimum from 2 \*DIFFERENT\* sources

2) (Y/N) \_\_\_\_\_ You have at least 8 sources (first paper) or You have 10 sources (final paper) **OTHERWISE 0/F** for not meeting minimum definition of ENG102 paper

## IV. Peer Reviewed Journals

THESE DO NOT COUNT AS PEER Rev. JOURNALS!!:

- 1)CQ researcher, 2)Credo, 3)Gale Virtual Reference Library &
- 4)Opposing Viewpoints. Good sources but **NOT peer reviewed journals**

### **Sample Journal entry:**

Archer, Ben. "The Strategies of Recovery from Augmented Reality Overload." Journal of Neuroscience. Vol 42: 2020, pgs 12-41.

Name of journal in sample is: Journal of Neuroscience

3)Your paper: Enter Journal name 1: \_\_\_\_\_

4)Your paper: Enter Journal name 2: \_\_\_\_\_

5)Your paper: Enter Journal name 3: \_\_\_\_\_

6)Your paper: Enter Journal name 4/Book: \_\_\_\_\_

7)Your paper: Enter Journal name 5/Book \_\_\_\_\_

**V. ARGUMENTS:** Reminder:use those reviewed/approved from HW3

**REMINDER: EACH ARGUMENT & Counter must have at least 2 quotes from DIFFERENT SOURCES**

## VI. CITATIONS in your paper & WORKS CITED PAGE

\_\_\_ 8. \*Wikipedia or personal interview (not required!) can ONLY be used for 1 quote for ENTIRE PAPER

\_\_\_ 9. No single source can be used more than 6 times throughout the entire paper – no matter how good!

\_\_\_ 10. Works Cited PAGE in MLA format. Every Source that is quoted in paper must appear and MATCH in Works Cited! **Double check this!**

**PLAGIARISM/ HONOR CODE STATEMENT OF UNDERSTANDING** One of the requirements of submitting your final paper, in light of what you should have learned from the first paper, is signing an HONOR CODE statement of understanding of Plagiarism. Basically this entails:

- 1)Reading the Honor code statement below;
- 2)Returning this Honor code statement with "YES" or check/'x' marks written next to each of the blanks by "I understand" sections AND signing your full name and date at the bottom of the document .

**THIS HONOR CODE STATEMENT MUST BE SUBMITTED AT LEAST ONE DAY BEFORE OR WITH YOUR FINAL PAPER!!! ANY PAPER SUBMITTED WITHOUT A SIGNED/COMPLETED HONOR CODE STATEMENT WILL NOT BE ACCEPTED!**

Honor Code : CGCC and the English Dept, and specifically, the instructor of the ENG102 class you are currently taking, reserve the right/wish to make you, the student, aware of a plagiarism honor code.

For ENG102 Plagiarism is defined as:

- 1)cut and pasting text from a webpage or other source without citation or doing so, even with citations, if done to an excessive extent (a few cut and pasted paragraphs to pages cut and pasted).
- 2)Taking ideas, sentences, details, case studies, facts, etc from a source without enough or with no attribution/citation.
- 3)Submitting a portion or total paper that was written by someone else, purchased, or downloaded from the internet.

NOTE: You may decline to sign off on this honor code, but as it is a requirement, you must drop the course or receive a non credit P/F grade.

INSTRUCTIONS: After reading, please check or write "YES" next to each of the "I understand" statements below to indicate your understanding and acceptance of the terms, as applicable to your ENG102 papers. Then Sign your full name and date below. Finally, attach to your final paper assignment.

- 1)\_\_\_ I understand that I am responsible for knowing when to cite, citing enough content, reading/reviewing lessons on citations, asking questions (in class or via email) if unsure when/how to cite;
- 2)\_\_\_ I understand the consequences of plagiarism. I understand that unintentional plagiarism is still considered plagiarism;
- 3)\_\_\_ I understand that I authorize the instructor to apply techniques of detecting plagiarism, including but not limited to, programs such as EVE2, on my paper or any portion of it. I understand that my sources and citations may be checked for accuracy, validated, and otherwise verified;
- 4)\_\_\_ I understand penalties for plagiarism can range from an F on the assignment, to an F for the entire course, to other penalties as described in the student handbook regarding plagiarism.

**14) Sign/E-SIGN HERE** : \_\_\_\_\_ Date: \_\_\_\_\_

**PRINT NAME HERE:** \_\_\_\_\_

\* \* \* \* \*

**Optional RUBRIC SELF GRADE:** Give a point value for each Category. Add up for estimated/guessed final draft of FINAL PAPER GRADE. This is not the teacher's grade, but merely a self or other assessment as proof of applying the rubric

Category 1 (0-5): _____ Clear underlined thesis & checklist DONE	Category 6 (0-3): _____ Introduction	Category 11 (PENALTIES): _____ Meets Required Length
Category 2 (0-10): _____ Every para argumentative and relevant/on Topic	Category 7 (0-3): _____ Conclusion	Category 12 (0-10): _____ Cohesiveness of the paper/Readability
Category 3 (0-15): _____ Paragraph size and spelling	Category 8 (0-10): _____ ENOUGH (Good) Quotes supports the major idea of the paras	Category 13 (0-10): _____ Good expert knowledge chosen for quotes
Category 4 (0-15): _____ Sentence, Grammar & Word Choice Problems	Category 9 (0-5): _____ Citation Format	Category 14 (0-4): _____ Strength of Arguments
Category 5 (0-5): _____ Title Page & Paper format	Category 10 (0-5): _____ Works Cited Page/MLA Format	
<b>FINAL GRADE</b> _____		