



## TOUCHSTONE 2 CHECKLIST

Refer to the checklist below throughout the writing process. Do not submit your Touchstone until your paragraph meets all guidelines.

### Elements of a Comparison/Contrast Essay

- Are there significant points of comparison or contrast between the two subjects you have selected?
- Do you make clear comparisons or contrasts between the two subjects within the body paragraphs of the essay?
- Are the body paragraphs organized either by point or by subject?
- Have you used transitional words or phrases to indicate points being compared or contrasted?
- Does the essay have a clear and consistent focus of comparing and contrasting two subjects?

### Thesis Statement

- Have you included a clear, focused, and detailed thesis statement?
- Does your thesis state the subjects to be compared or contrasted and include the two or three points of comparison or contrast?
- Is your thesis a single sentence located in the introductory paragraph?

### Organization

- Is there an introductory paragraph that contains your thesis statement?
- Are there four or six total body paragraphs, each with a clear topic sentence?
- Is there a conclusion paragraph with a concluding statement?
- Have you used transitions to connect ideas between sentences and paragraphs?



### **Style and Tone**

- Is the tone of the essay objective and informative?
- Have you carefully considered your word choices?
- Is the purpose of your essay clearly to inform the reader about the similarities or differences between the two subjects?

### **Conventions**

- Have you checked your essay for grammatical and mechanical errors?
- Have you used spell check or another method to check spelling?

### **Before You Submit**

- Have you included your name, date, and course at the top left of the page?
- Have you completed the “Think About Your Writing” questions?
- Is your essay between 3-4 pages (approximately 700-1000 words)?