

Math 370 Writing Checklist

Before submitting your paper, make sure you have:

- Used spellcheck
- Used complete sentences
- Do not include your own personal opinions or experiences unless specifically asked
- Align “=” signs for equations
- Proofread your paper for errors
- Answer all the questions in the prompt
- Do not use “I” language
- Formatted the heading using standard Latex
- A title
- Your name
- Today’s date
- Do not put your spire ID unless specifically asked
- An introduction that explains to the reader what the paper is about
- Rewritten the prompt IN YOUR OWN WORDS
- Headings that show what the section is about
- Each figure and table is labelled with a clear description below the figure
- Each figure and table is used in the main text body and has some demonstrated relevance to your paper. For example, after a figure, you should use something like “From Figure 1, we learn....” or “Table 1 illustrates...”
- Written proofs down yourselves and not taken screenshots of the proof
- A conclusion which summarizes all the findings in your paper
- A works cited for any outside sources you may have used using APA citation style