

Assignment Analysis Worksheet

1. When is your writing assignment due? _____

2. What is the length requirement (number of words or pages)? _____

3. What are the formatting requirements (e.g., typed, double-spaced, 1" margins)?

4. What citation or documentation style is required (MLA, APA, etc.)? _____

5. What is the writing objective of the assignment:

- Presentation with a thesis
- Analysis with a thesis
- Persuasion/argument

6. State your objective in words: _____

7. What are the research requirements of the assignment? _____

8. Set a timeline for yourself:

I need to have my topic selected by this date: _____

I need to have my thesis statement written by: _____

I need the majority of my Library work complete by: _____

I need to have a first draft of my paper written by: _____