

Pre-Writing

- Understand the Assignment
- Formulate Your Thesis
- Make an Outline

Structuring Your Paper

- Introduce your thesis and roadmap for your paper (adding a "so-what" factor is often a good idea)
- Develop Your Argument(s)
- Address Objection(s)
- Conclude by explaining what you think your argument has established

Writing

- Present and explain others' argument(s) as accurately as possible (Be Charitable)
- Be clear and concise (For instance, eliminate unnecessary adverbs).
- Focus on a single main idea per paragraph

Revising

- Revise to make the paper better (argument strength, paper structure, clarity, etc. Revise multiple times!)
- Final Checks and Proofread (details like punctuations)

Sources and Evidence

- Cite other work for supporting your argument and rebuttal
- Cite other work for supporting objections to your argument

Conventions

- Explain definitions and terminologies
- Use First Person Pronouns (I, We)
- Use direct quotes sparingly and rely mainly on paraphrasing when citing sources

Avoiding Fallacy Checklist

- Avoid Straw Man Fallacy
- Avoid Ad Hominem Attacks
- Avoid False Dilemma
- Avoid Begging the Question
- Avoid Equivocation
- Avoid Slippery Slope Arguments
- Avoid Appeal to Authority
- Avoid Non Sequitur
- Avoid Red Herring
- Avoid Post Hoc Ergo Propter Hoc
- Avoid Tu Quoque Fallacy
- Avoid Hasty Generalization
- Avoid Appeal to Ignorance
- Avoid Appeal to Emotion