**Essay Instructions**

**Instructions for Using Turnitin.com**

1. Go to <http://www.turnitin.com/en_us/home> and click "Create Account" in the top right corner.

 2. Create your student account.

 -Class ID: 16018636

 -Enrollment Key: 1178-02

 3. Click the class name to navigate to "Class Homepage." Scroll down to your assignment and click "Submit." Use "Single File Upload" to submit your essay. I will not accept "Cut and Paste" submissions.

 4. If you run into problems, please e-mail me about them in a timely fashion so that they can be resolved before the due date.

**Formatting Your Essay**

 1. All papers must be double-spaced and typed in 12-point, Times New Roman font with one-inch margins.

 2. All papers must include your name, along with the number and title of the course, hand-typed in the top left corner of the first page. If your essay is more than one page long, all pages must be numbered in the top right corner using Microsoft Word.

**Grammar and Punctuation**

 1. All papers must be written in complete sentences. All words must be used and spelled correctly. Do not rely on Microsoft Word. Re-read your paper and check it again for yourself.

 2. Academic writing does not use acronyms LOL or emoticons :( Notice that by using acronyms and emoticons, I have just failed to write a complete with correct punctuation and grammar. Remember that you are mainly trying to communicate your thoughts in this essay, not your feelings.

**Structuring Your Thoughts:** The following bullet points should be treated as helpful guidelines, not as inflexible rules. Remember that I am grading you on creative and critical thinking, not just on how well you follow my template. Also remember that you are not just trying to appease me or get a good grade, but to master a skill that is essential for your future success in almost any field.

 1: Introduction: You should begin the first paragraph of your essay by clearly and concisely stating the topic you are going to discuss and the position you hope to prove. This position is called your thesis statement, and the goal of your essay will be to defend and explain your thesis statement. Accordingly, you might choose to say something in the introduction about why you think your topic or position is important, or perhaps how it relates to other texts and themes we have discussed, or how it applies to the real world. A lot of this may depend on the prompt I give you.

 2: Main Body: Each of your middle paragraphs should provide an argument in support of your thesis statement. These arguments should build on one another and be clearly related to one another, but they should not just repeat the same thing over and over again. You should approach each paragraph as a kind of mini-essay.

 -First, briefly state and explain your argument in one or two sentences.

 -Next, cite a specific passage from the text that you think supports your argument.

 -Finally, explain what this passage means in your own words, and why you think it supports your argument.

 3: Conclusion: You should begin the final paragraph by reminding us of your thesis statement, and should then summarize the arguments you have offered in defense of your thesis in the main body. Finally, you should say something about the "big picture" significance of your topic or position as a whole. Ideally, it should be related to what you said in the introduction, but you should not just repeat the same thing in slightly different words.

**Citing Your Sources:** Learning how to properly cite your sources can be tedious, but it is necessary to help you avoid plagiarism. Your earlier essays will not require you to read any text other than the one I indicate to you in the prompt. For these essays, just provide the internal textual divisions I use on the syllabus in brackets after you directly quote or paraphrase the author. If you are quoting from Aristotle's *Nichomachean Ethics*, for example: "Happiness, then, is something final and self-sufficient, and is the end of action." (I.7:1097b) Some of your later essays may require you to compare more than one author or to use secondary sources. In this case, you will use Chicago-Style citations, providing footnotes for all quotes or paraphrases as well as a bibliography at the end of your essay. We will cross this bridge when we come to it. In the meantime, you can find a quick guide online at <http://www.chicagomanualofstyle.org/tools_citationguide.html>.

**Grading Rubric**

 1. Formatting and Grammar: An essay should demonstrate proper citations, formatting, grammar, punctuation, spelling and use of words, with only minor errors.

 2. Structure: An essay should be well organized. It should have a clearly defined topic and a clearly defined thesis. It should provide arguments that 1) clearly relate to and support the thesis 2) cite specific evidence or passages, 3) clearly explain what these passages mean and how they support the argument in question. An essay should have a conclusion that revisits the thesis, summarizes the arguments, and at least touches on the "big picture" significance of the discussion.

 3. Content: An essay should demonstrate creative and critical thinking. Depending on the prompt I give you, it should demonstrate the ability to explain an author's argument in your own words, to apply the author's argument in original ways, to compare and contrast it with other arguments, and/or to criticize or defend that argument.

**Useful Tips**

 1. When in doubt, please contact me, or visit the Writing Center.

 2. Do not try to write your whole essay in one sitting. Plan ahead so that you can break it up into several sessions, possibly spaced out over several days.

 3. Carefully outline your essay before you write it. Use the three-part "Structuring Your Thoughts" template above to help you. Often, a well-written outline will be half the length of the essay itself. This may feel tedious at first, but it will ultimately make the writing process go twice as fast and allow you to focus more on style and flow when you type out your rough draft.

 4. After you finish your rough draft, sleep on it and then re-read it the next day. You'll catch mistakes you wouldn't have noticed before, and may even come up with new ideas to strengthen your essay as a whole.