

My Checklist

DATE:

**CRITERION A:
FOCUS & METHOD**

- Have I clearly stated my research question in the introduction? _____
- Is my research question focused (not too broad/too narrow)? _____
- Have I explained why my topic fits within my chosen subject area? _____
- Have I used methods and sources that are appropriate for my subject? _____
- Have I explained why I chose these methods and sources? _____

**CRITERION B: KNOWLEDGE
& UNDERSTANDING**

- Have I used subject-specific terminology accurately & appropriately? _____
- Do I show a good understanding of my topic? _____
- Have I explained key concepts clearly? _____
- Have I made clear why my research project matters? _____

**CRITERION C:
CRITICAL THINKING**

- Have I structured my essay around a clear argument? _____
- Have I analysed my sources rather than just describing them? _____
- Have I supported my claims with evidence? _____
- Have I considered different perspectives or interpretations? _____
- Have I acknowledged any limitations in my study or methodology? _____
- Does my conclusion answer my research question? _____

**CRITERION D:
PRESENTATION**

- Is my essay clearly structured (introduction, body & conclusion)? _____
- Have I used consistent formatting throughout (headings, spacing)? _____
- Have I correctly cited all sources using a recognised academic style? _____
- Have I included a complete bibliography? _____
- Is my essay within the 4,000-word limit? _____

**CRITERION E:
ENGAGEMENT (RPPF)**

- Have I written and submitted all three reflections in the RPPF? _____
- Have I described the decisions I made during the research process? _____
- Have I reflected on challenges I faced and how I dealt with them? _____
- Have I shown how my thinking developed over time? _____
- Are my reflections personal, specific, and honest? _____

PRIORITIES

NOTES
