Essay outline

Question / prompt

Word limit

Thesis in one sentence

Due date

Paragraph	Main point	Evidence	Why it matters

Revision checklist

- [ ] Thesis answers the question directly
- [ ] Each paragraph starts with a clear topic sentence
- [ ] Every quote is explained, not just dropped in
- [ ] No paragraph repeats another
- [ ] Filler phrases removed
- [ ] Word count within the limit and rule for citations checked
- [ ] References formatted in the required style
- [ ] Read aloud once for flow

Notes

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