

Informative Synthesis Essay Revision Checklist

Name: _____ Date: _____

Thesis & Focus

- ☐ My thesis clearly states what I am exploring and why understanding it matters.
- ☐ My thesis is informative and neutral (not persuasive or opinion-based). (Suggested focus on why it's important to know more about your topic/issue.)
- ☐ Each body paragraph is clearly connected to my thesis.

Organization & Transitions

- ☐ Each paragraph is focused on one subtopic.
- ☐ I start each paragraph with a clear topic sentence.
- ☐ I use transitions between ideas and paragraphs to help guide the reader.

Source Integration & Citation

- ☐ Every quote or statistic is introduced with a signal phrase (e.g., "According to...").
- ☐ It is clear where source material ends and my own thoughts begin.
- ☐ I use MLA in-text citations and have a correctly formatted Works Cited page.

Synthesis (Connecting Ideas)

- ☐ I do more than summarize—I explain how sources relate to each other.
- ☐ I explore what the evidence shows us about the topic.
- ☐ I draw connections between the sources and the real-world implications.

Clarity & Style

- ☐ My tone is formal and academic throughout.
- ☐ I avoid casual language and do not use "I" or "you."
- ☐ I proofread for grammar, sentence structure, and awkward phrasing.

Conclusion

- ☐ My conclusion does more than repeat the thesis—it offers insight or a final thought.
- ☐ I address why understanding this topic matters.
- ☐ I help the reader understand the broader significance of the topic.

Next Steps:

Bring this completed checklist with you to a peer review, Writing Center session, or instructor conference. Also, use it to self-evaluate your work before you submit your final draft.

Tip: Strong revision isn't just fixing mistakes—it's about making your ideas clearer, deeper, and more connected.