

Edexcel - English Literature Final Coursework Checklist

If your coursework is finished, you should be able to tick each box.

	Done
1. My work is in Times New Roman (or another clear font) size 12, black, double-spaced	
2. I have indented to show a new paragraph (or left a line)	
3. My centred quotes are single-spaced & are properly formatted. They are preceded by a colon. They are not in inverted commas unless they are speech. They are followed by a text and page reference.	
4. The first time I mention a text, I have used its full title & put it in inverted commas, or used italics .	
5. I have used uniform abbreviations for long text titles.	
6. I have introduced such abbreviations in brackets following the first usage of the full title (hereafter, 'TFA')	
7. My abbreviated text titles are also in inverted commas or italicised.	
8. The first time I introduce a text, I have given the full name of the author. Thereafter, I have used the author's surname.	
9. I have not put quotes in italics.	
10. All embedded quotes are in inverted commas.	
11. Each of my paragraphs includes at least 2 quotes.	
12. I have used LPQE (Locate, Point, Quote, Explain effect) to build up points.	
13. Where I have mentioned such devices as 'alliteration', 'similes' etc, I have explained what effect the device has.	
14. I have not used the expressions 'basically', 'the writer is trying to', 'the writer is just'	
15. At the beginnings of paragraphs I have used discourse markers & phrases to show how the paragraph continues my argument (e.g. 'Another type of love which Walsh explores is physical love', 'Finally, let us consider how the structures of the poems vary', 'The choice of the sonnet form is particularly suitable ...')	
16. My coursework has a concluding paragraph which links clearly to its title.	
17. My coursework has a word count and is not (ideally) more than 3000 words long.	
18. I have discussed the views of at least 2 critics for each text and I have used textual evidence to support, challenge or refine the comments raised by the critic.	
19. I have attached a bibliography detailing all the secondary material I have used in proper format.	
20. I have used the spell, style and grammar checker to correct the accuracy of my writing.	

