

IEW Master Style and Master Structure Checklists

Assembled by Nicole Liem Yang
Based Completely on IEW's:

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Teaching Writing with Structure & Style (TWSS)
Student Resource Packet (SRP)
Portable Walls
History Based Writing (HBW)

Note to the CC Parents & Tutors

Older students, specifically students past their first tour of the material, have already learned so much. They can rise to the challenge of incorporating last year's lessons into their new endeavors! These Style and Structure Checklists are meant to easily help them do that. I have also had a lot of success with first tour students using these checklists. The idea is similar to Chart A in Essentials- it's fun to *see* more and more boxes checked off on their list each week, and they feel proud of how much they've learned.

Ideally, parents would print a checklist front and back for each writing assignment- with the Master Style Checklist on the Front, and the corresponding unit's Master Structure Checklist on the Back. To grade a student's paper, parents would pick their preference- a simple sum of the Style and Structure scores, or an average of the two for a 50%-50% split. The points suggested are based on IEW's different material*, and can be changed.

Marking the Style Checklist: Parents know their students, and their capabilities for any given week. They can highlight the left-column boxes on the checklists based on what they want to assign. They can highlight the number of paragraphs required as well. Advanced students could be challenged with *all* their known Style elements. Other students could incrementally get more assigned each week, like the first tour students.

Marking the Structure Checklists: These lists differ with each writing unit. Parents can assign all the checkboxes, and also add advanced options at the bottom. The Advanced Students Section is for varying assignments with IEW's scaling suggestions, meant to challenge students' application and creativity skills once the basics have been mastered.

On Printing: If you know your assignments ahead of time, you can do the printing in one sitting. If you click "view" and choose "thumbnails" or "contact sheet", you can command-click on the style and structure checklist of your choice to print.

Tutors: If you look at students' papers, you can easily see what a parent has assigned on the checklist. This helps you to be on the same page as the parents and students, and can make your comments a lot more helpful.

*IEW has a lot of different material, with slight differences in options, markings, and points. In searching out the spirit and intention of these differences, I've tried to make a set of complete checklists reflecting the way CC does its 3 tours. They are meant to be a help and not a burden, so please use them only if you like them. It's my hope they bless your families, taking the guesswork out of assignments and grading, and helping the students gain more independence.

Happy Writing!
Nicole Liem Yang

IEW Master Style Checklist- All Units

Name:	Writing Assignment Total	/
Date:	<i>Style Total</i>	/
Unit/Lesson:	<i>Structure Total</i>	/

*Highlight check-boxes and paragraphs assigned.

*Grading Option: Either add the Style and Structure scores, or average them.

Dress-Ups: Use 1 of each type in every paragraph. (Suggested: 2 Points each)

	Underline, Label in R Margin	Regular Dress-Up	SRP/TWSS pg #	Body Paragraphs			Intro	Concl	Points
				¶1	¶2	¶3			
<input type="checkbox"/>	(v)	strong verb	100-102/173,179						/
<input type="checkbox"/>	(-ly)	-ly adverb	93-95/175-176						/
<input type="checkbox"/>	(adj)	quality adjective (& sensory words)	106-108, 111-113/177						/
<input type="checkbox"/>	(w/w)	who/which clause, or "that" in the place of "which"	97-98/172						/
<input type="checkbox"/>	(b/c) or (cl)	because or adverb clause: www.asia.wub/buuba	103,109/173-174						/
Advanced Dress-Ups									
<input type="checkbox"/>	(2x)	dual verbs, dual -ly adverbs, or dual adjectives	147/187						/
<input type="checkbox"/>	(inv)	invisible who/which, invisible that	147,149/172-3,187						/
<input type="checkbox"/>	(n)	noun clause- "that" (non-adjectival, answers "what")	149/187						/
<input type="checkbox"/>	(t-t)	adverb and adjective teeter-totters	148/187						/
<input type="checkbox"/>	(trip)	triple extension- word/phr/cl/-ing/-ly/prep/adj/n/v	143/186						/
<input type="checkbox"/>	(...write scheme used...)	artfully arranged words: anaphora, epistrophe, parallelism,...	144/186						/

Other: Use throughout paper.

	Highlight or Bold, No label needed	SRP/TWSS pg #	¶1	¶2	¶3	Intro	Concl	Points
<input type="checkbox"/>	-	No Banned Words	99-108/177-179					/
<input type="checkbox"/>	highlight or bold	Vocabulary Words	-					/
<input type="checkbox"/>	highlight or bold	Title & Topic-Clincher reflect/repeat 2-3 Key Words	17, 29/31					/

Sentence Openers: Use a different opener in every sentence as possible.

	No Underline, Label in L Margin or before each sentence	SRP/TWSS pg #	¶1	¶2	¶3	Intro	Concl	Points
<input type="checkbox"/>	[#1 subj]	subject opener	-/180					/
<input type="checkbox"/>	[#2 prep]	prepositional phrase opener	117-118/180					/
<input type="checkbox"/>	[#3 -ly]	-ly adverb opener	119/181					/
<input type="checkbox"/>	[#4 -ing]	-ing opener	121/181-182					/
<input type="checkbox"/>	[#5 cl]	clausal opener (www.asia.wub)	123-124/182					/
<input type="checkbox"/>	[#6 vss]	VSS opener (2-5 word very short sentence)	125/182					/
<input type="checkbox"/>	[T]	Transitional opener	127-128/183					/

Decorations: Use 1 different decoration per ¶, 4/story max.

	Dot-underline or Italicize, Label in R Margin	SRP/TWSS pg #	¶1	¶2	¶3	Intro	Concl	Points
<input type="checkbox"/>	(allit)/(asson)/(cons)	alliteration, assonance, or consonance	131/184					
<input type="checkbox"/>	(conv)	conversation, dialogue	132/184					
<input type="checkbox"/>	(3sss)	3 short staccato sentences	134/184					
<input type="checkbox"/>	(sim) or (met)	simile or metaphor	135-136/185					
<input type="checkbox"/>	(d-open)/(d-close)	dramatic open-close	137/185					
<input type="checkbox"/>	(Q) or (comm)	question or command	132/183-184					
<input type="checkbox"/>	(quote)	quotation	133/184					
<input type="checkbox"/>	(...write trope used...)	play on word meaning: personification, irony, synecdoche,...	139/-					/

Style Total /

IEW Master Structure Checklist

Unit 1: Notemaking Key Word Outlines

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process	(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner	/ (3 pt)
<input type="checkbox"/> Checklist on top, then key word outline	/ (2 pt)

<i>Key Word Outline</i>	
<input type="checkbox"/> Read Source Text	/ (2 pts)
<input type="checkbox"/> Copy 3 Key Words Max per sentence into the KWO- symbols/numbers/abbreviations are free	/ (5 pts)
<input type="checkbox"/> Retell your KWO in sentences- to check that the best words were chosen (read, look up, speak)	/ (2 pts)
<input type="checkbox"/> Proofread & Edit in the double-spaces (with an adult)	/ (2 pts)

Mechanics	
<input type="checkbox"/> Capitalization	/ (2 pts)
<input type="checkbox"/> End Marks and Punctuation	/ (2 pts)
<input type="checkbox"/> Spelling and Grammar Usage	/ (2 pts)
<input type="checkbox"/> Complete Sentences	/ (2 pts)

Advanced Students	
<i>Option A</i>	
<input type="checkbox"/> Write out 1 paragraph, with a reflecting Title and reflecting Topic/Clincher sentences.	/ (5pts)
<i>Option B</i>	
<input type="checkbox"/> Write 2 paragraphs by adding a <i>blackline-master</i> paragraph, or using an external source	/ (5pts)
<input type="checkbox"/> Tack on an additional topic/clincher to introduce and conclude a 2 paragraph paper.	/ (2pts)

Structure Total _____ /

IEW Master Structure Checklist

Unit 2: Writing from Notes/Summarizing

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process	(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner	/ (3 pts)
<input type="checkbox"/> Title centered on top line	/ (2 pts)
<input type="checkbox"/> Composition double-spaced	/ (2 pts)
<input type="checkbox"/> First line of paragraph indented	/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, and then key word outline	/ (2 pts)

<i>KWO</i>	
<input type="checkbox"/> KWO a source paragraph- 3 words max per sentence.	/ (5 pts)
<input type="checkbox"/> Retell your KWO in sentences- to check that the best words were chosen.	/ (2 pts)
<input type="checkbox"/> Brainstorm stylistic elements & vocab into margins or double-spaces of KWO or rough draft	/ (2 pts)

<i>Rough Draft</i>	
<input type="checkbox"/> Rough Draft- write a paragraph using only your KWO, mark and label the stylistic elements	/ (5 pts)
<input type="checkbox"/> Reflect/repeat 1-3 key words from the last sentence into the Title	/ (2 pts)
<input type="checkbox"/> Proofread & Edit in the double-spaces (with an adult)	/ (2 pts)

<i>Final Marked Draft</i>	
<input type="checkbox"/> Final Draft written, with stylistic elements marked, labeled, and checked off the checklist	/ (5 pts)

Mechanics	
<input type="checkbox"/> Capitalization	/ (2 pts)
<input type="checkbox"/> End Marks and Punctuation	/ (2 pts)
<input type="checkbox"/> Spelling and Grammar Usage	/ (2 pts)
<input type="checkbox"/> Complete Sentences	/ (2 pts)

Advanced Students	
<input type="checkbox"/> Write 2 paragraphs by adding a blackline-master paragraph, or using an external source	/ (5 pts)
<input type="checkbox"/> Tack on an additional topic/clinchier to introduce and conclude a 2 paragraph paper.	/ (2pts)

Structure Total /

IEW Master Structure Checklist

Unit 3: Retelling a Narrative Story- Story Sequence Chart

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process	(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner	/ (3 pts)
<input type="checkbox"/> Title centered on top line.	/ (2 pts)
<input type="checkbox"/> Composition double-spaced	/ (2 pts)
<input type="checkbox"/> First line of each paragraph indented	/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, and then key word outline	/ (2 pts)

KWO follows the Story Sequence Chart

<input type="checkbox"/> Paragraph 1: Characters and Setting	<i>4 sentences minimum- Who? When? Where?</i>	/ (4 pts)
<input type="checkbox"/> Paragraph 2: Conflict and Plot	<i>4 sentences min- Main problem? What do they want/ think/ say/ do?</i>	/ (4 pts)
<input type="checkbox"/> Paragraph 3: Climax and Resolution	<i>4 sentences min- Turning point? How resolved? After that? Message?</i>	/ (4 pts)

Rough Draft

<input type="checkbox"/> Brainstorm stylistic elements & vocab into margins/double-spaces of KWO and Rough Draft	/ (6 pts)
<input type="checkbox"/> Rough Draft- write a 3 paragraph story loosely following your KWO	/ (6 pts)
<input type="checkbox"/> Title centered on top line. Reflects/repeats 1-3 key words from the story clincher	/ (2 pts)
<input type="checkbox"/> Proofread & Edit- with an adult	/ (6 pts)

Final Marked Draft

<input type="checkbox"/> Final Draft with stylistic elements marked, labeled, and checked off the checklist	/ (6 pts)
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Mechanics

<input type="checkbox"/> Capitalization	/ (2 pts)
<input type="checkbox"/> End Marks and Punctuation	/ (2 pts)
<input type="checkbox"/> Spelling and Grammar Usage	/ (2 pts)
<input type="checkbox"/> Complete Sentences	/ (2 pts)

Advanced Students

Pick One

<input type="checkbox"/> Use a different or longer source text.	/ (5 pts)
<input type="checkbox"/> Use a famous story/fable, and borrow or change its conflict, plot, characters, or setting.	/ (5 pts)
<input type="checkbox"/> Write or Retell a story using the style of a famous writer.	/ (5 pts)

Structure Total _____ /

IEW Master Structure Checklist

Unit 4: Short Report- Summarizing a Reference

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process	(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner	/ (1 pt)
<input type="checkbox"/> Title centered on top line	/ (1 pt)
<input type="checkbox"/> Composition double-spaced	/ (1 pt)
<input type="checkbox"/> Paragraphs contain 6-9 sentences, with first line indented	/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, and then key word outline	/ (1 pt)

<i>KWO</i>	
<input type="checkbox"/> Read a source text and look for a main idea, with facts to support it.	/ (1 pt)
<input type="checkbox"/> Topic line- Write 2-3 key words about the topic next to the Roman numeral.	/ (1 pt)
<input type="checkbox"/> Write 4-7 detail lines with key words chosen from facts/details, not sentence by sentence .	/ (5 pts)
<input type="checkbox"/> Clincher- reflects topic sentence, no new facts	/ (1 pt)
<input type="checkbox"/> Retell your KWO in sentences- to check that the best words were chosen.	/ (1 pt)
<input type="checkbox"/> Brainstorm stylistic elements & vocab into margins or double-spaces of KWO & rough draft.	/ (2 pts)

<i>Rough Draft</i>	
<input type="checkbox"/> Rearrange the KWO details as needed, mark and label the stylistic elements	/ (5 pts)
<input type="checkbox"/> Title reflects/repeats 1-3 key words from the Clincher	/ (2 pts)
<input type="checkbox"/> Proofread & Edit in the double-spaces (with an adult)	/ (2 pts)

<i>Final Marked Draft</i>	
<input type="checkbox"/> Final Marked Draft- stylistic elements marked, labeled, and checked off the checklist	/ (5 pts)
<input type="checkbox"/> Include bibliographic information if needed	/ (2 pts)

Mechanics	
<input type="checkbox"/> Capitalization	/ (1 pt)
<input type="checkbox"/> End Marks and Punctuation	/ (1 pt)
<input type="checkbox"/> Spelling and Grammar Usage	/ (1 pt)
<input type="checkbox"/> Complete Sentences	/ (1 pt)

Advanced Students	
<input type="checkbox"/> Write 2-3 paragraphs by adding a blackline-master paragraph, or using an external source Note: each paragraph is its own topic	/ (5 pts)
<input type="checkbox"/> Tack on an additional topic/clincher to introduce and conclude a paper with 2 or more paragraphs.	/ (2pts)
<input type="checkbox"/> Try transitional topic/clincher sentences	/ (2pts)

Structure Total /

IEW Master Structure Checklist

Unit 5: Writing from Pictures

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process	(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner	/ (1 pt)
<input type="checkbox"/> Title centered on top line.	/ (1 pt)
<input type="checkbox"/> Composition double-spaced	/ (1 pt)
<input type="checkbox"/> Paragraphs contain 6-9 sentences, with first line indented	/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, and then key word outline	/ (1 pt)

KWO

Paragraphs 1-3:	¶1	¶2	¶3		
<input type="checkbox"/> Topic sentence of paragraph states central fact of its picture- <i>what do you see?</i>				/	(3 pts)
<input type="checkbox"/> KWO has 4-7 lines of details per paragraph, based on brain questions				/	(15 pts)
<input type="checkbox"/> Clincher of each paragraph reflects 2-3 key words of picture's central fact				/	(3 pts)
<input type="checkbox"/> Retell your KWO in sentences- to check that the best words were chosen.				/	(1 pt)
<input type="checkbox"/> Brainstorm stylistic elements & vocab into KWO or rough draft				/	(1 pt)

Brain Questions: who/where/what/think/say/do/when/why/how/before/after/outside/hidden?

Rough Draft

	¶1	¶2	¶3		
<input type="checkbox"/> Topic Sentences are in the past tense (<i>The bear snored happily</i>)				/	(3 pts)
<input type="checkbox"/> Detail Sentences are in the past-perfect tense (<i>He had been/had done/had...</i>)				/	(3 pts)
<input type="checkbox"/> Write a 3 paragraph story or picture report loosely following the KWO				/	(15 pts)
<input type="checkbox"/> Title reflects/repeats 1-3 key words from final clincher				/	(5 pts)
<input type="checkbox"/> Proofread & Edit- with an adult				/	(5 pts)

Final Marked Draft

<input type="checkbox"/> Final Draft written, with stylistic elements marked, labeled, and checked off the checklist	/	(5 pts)
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Mechanics

<input type="checkbox"/> Capitalization	/	(2 pts)
<input type="checkbox"/> Spelling and Grammar Usage	/	(2 pts)
<input type="checkbox"/> Complete Sentences with End Marks and Punctuation	/	(2 pts)

Advanced Students

Pick One

<input type="checkbox"/> Write from just 1 picture, using the background and your imagination to provide the details.	/	(5 pts)
<input type="checkbox"/> Write an event description.	/	(5 pts)
<input type="checkbox"/> Write from a political cartoon, using the meaning to fill in the details.	/	(5 pts)

Structure Total /

IEW Master Structure Checklist

Unit 6: Summarizing Multiple References

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process	(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner	/ (1 pt)
<input type="checkbox"/> Title centered on top line	/ (1 pt)
<input type="checkbox"/> Composition double-spaced	/ (1 pt)
<input type="checkbox"/> Paragraphs contain 6-9 sentences, with first line indented	/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, key word outline, and then topic list	/ (1 pt)

Topic List

<input type="checkbox"/> Find multiple sources (1, 2, 3)	/ (1 pt)
<input type="checkbox"/> Topic List- List possible topics, choosing 3 (¶s A, B, C), each sufficiently referenced in >1 source.	/ (3 pt)

KWOs

	Topic Page:	A	B	C	
<input type="checkbox"/> Create 3 separate Notes Pages, 1 page per body topic ¶(A, B, C)					/ (3 pts)
<input type="checkbox"/> Write 3 notes outlines (per source 1, 2, and 3) for each topic, ≤ 5 facts each					/ (15 pts)
<input type="checkbox"/> Write 1 Fused KWO for each topic- choose and rearrange the best 4-7 details					/ (15 pts)
<input type="checkbox"/> Reflect/repeat Topic/Clincher lines in the Fused outlines					/ (3 pt)
<input type="checkbox"/> Note bibliographic info and page numbers for your facts.					/ (3 pts)
<input type="checkbox"/> Retell your fused KWO in sentences- check that the best words were chosen.					/ (1 pt)
<input type="checkbox"/> Brainstorm stylistic elements & vocab into fused KWOs or rough draft					/ (1 pt)

Rough Draft

<input type="checkbox"/> Rearrange the fused KWO details as needed, mark and label the stylistic elements	/ (15 pts)
<input type="checkbox"/> Title reflects/repeats 1-3 key words from the essay clincher	/ (5 pts)
<input type="checkbox"/> Proofread & Edit in the double-spaces (with an adult)	/ (5 pts)

Final Marked Draft

<input type="checkbox"/> Final Draft written, with stylistic elements marked, labeled, and checked off the checklist	/ (5 pts)
<input type="checkbox"/> Include bibliographic information	/ (3 pts)

Mechanics

<input type="checkbox"/> Capitalization	/ (1 pt)
<input type="checkbox"/> Spelling and Grammar Usage	/ (1 pt)
<input type="checkbox"/> Complete Sentences with End Marks and Punctuation	/ (2 pts)

Advanced Students

<input type="checkbox"/> Tack on an additional topic/clincher to introduce and conclude a paper with >1 paragraphs.	/ (2pts)
<input type="checkbox"/> Try transitional topic/clincher sentences- TWSS p129	/ (2pts)

Structure Total /

IEW Master Structure Checklist

Unit 7: Inventive Essay Writing- My Dog Model

Name:	Writing Assignment Total	/			
Date:	<i>Structure Total</i>	/			
Unit/Lesson:	<i>Style Total</i>	/			
<i>*Grading Option: Either add the Style and Structure scores, or average them.</i>					
Structure & Process		(Suggested Points)			
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner		/ (1 pt)			
<input type="checkbox"/> Title centered on top line- Reflects/repeats 1-3 key words from the final clincher		/ (4 pts)			
<input type="checkbox"/> Composition double-spaced		/ (1 pt)			
<input type="checkbox"/> Paragraphs contain 6-9 sentences, with first line indented		/ (2 pts)			
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, key word outline, and then topic list		/ (1 pt)			
<i>Topic List</i>					
<input type="checkbox"/> Determine essay type (descriptive, compare/contrast, info letter, how-to, narrative, thank you...)		/ (1 pt)			
<input type="checkbox"/> Determine # of topic paragraphs needed and brainstorm possible topics- 1 topic per ¶		/ (3 pt)			
KWO:	<i>Body ¶1 ¶2 ¶3</i>				
II-IV. Body ¶s:					
<input type="checkbox"/> Create a KWO per topic ¶, with 5-7 detail lines based on brain Q's	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>				/ (15 pts)
<input type="checkbox"/> Reflect 2-3 key words in topic/clincher sentences	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>				/ (6 pts)
Brain Q's: who/what/when/where/why/how/5 senses? probs? solutions? best? worst? normal? abnormal? value? signif? meaning?					
I. Intro ¶:					
<input type="checkbox"/> Opens with an attention-grabber (question, quotation, story, decoration, humor, startling statement)		/ (5 pt)			
<input type="checkbox"/> Includes background information		/ (5 pt)			
<input type="checkbox"/> States three topics		/ (5 pt)			
V. Concl. ¶:					
<input type="checkbox"/> Restates topics		/ (5 pt)			
<input type="checkbox"/> Indicates which is most important, signif, interesting, dangerous, etc., and why. No "I"		/ (5 pt)			
All Paragraphs					
<input type="checkbox"/> Retell your KWO in sentences- to check that the best words were chosen.		/ (1 pt)			
<input type="checkbox"/> Brainstorm stylistic elements & vocab into KWO or rough draft		/ (1 pt)			
<i>Rough Draft</i>					
<input type="checkbox"/> Rearrange the fused KWO details as needed, mark and label the stylistic elements		/ (15 pts)			
<input type="checkbox"/> Proofread & Edit- with an adult		/ (5 pts)			
<i>Final Marked Draft</i>					
<input type="checkbox"/> Final Draft written, with stylistic elements marked, labeled, and checked off the checklist		/ (5 pts)			
Mechanics					
<input type="checkbox"/> Capitalization, End Marks and Punctuation, Spelling and Grammar Usage, Complete Sentences		/ (8 pts)			
Advanced Students: Pick One					
<input type="checkbox"/> Try the TRIAC paragraph style (topic, restriction, illustration, analysis, clincher) TWSS p110,127,162		/ (5 pts)			
<input type="checkbox"/> Expand a novel's scene, an experience, or imagine history using descriptions, dialogue, or flashbacks		/ (5 pts)			
<input type="checkbox"/> Expand a famous fable/story with elaboration, variation, sequel, cross-genre, or original story		/ (5 pts)			
<input type="checkbox"/> Write or retell a famous fable/story in the writing style of a famous author		/ (5 pts)			
Structure Total		/			

IEW Master Structure Checklist

Unit 8: Basic Research Essay Model

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process	(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner	/ (1 pt)
<input type="checkbox"/> Title centered on top line- Reflects/repeats 1-3 key words from the final clincher	/ (4 pts)
<input type="checkbox"/> Composition double-spaced	/ (1 pt)
<input type="checkbox"/> Paragraphs contain 6-9 sentences, with first line indented	/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, key word outline, and then topic list	/ (1 pt)

<i>Research & Topic List</i>	
<input type="checkbox"/> Find multiple sources (1, 2, 3)	/ (1 pt)
<input type="checkbox"/> Topic List- List possible topics, choosing 3 (¶s A, B, C), each sufficiently referenced in >1 source.	/ (3 pts)

<i>KWO</i>						
II-IV. Body ¶s:	Topic Body ¶	Page:	A	B	C	
<input type="checkbox"/> Create 3 separate Notes Pages, 1 page per body topic ¶(A, B, C)						/ (3 pts)
<input type="checkbox"/> Write 3 notes outlines (per source 1, 2, and 3) for each topic, ≤ 5 facts each						/ (15 pts)
<input type="checkbox"/> Write 1 Fused KWO for each topic- choose and rearrange the best 4-7 details						/ (15 pts)
<input type="checkbox"/> Reflect/repeat Topic/Clincher lines in the Fused outlines						/ (3 pts)
<input type="checkbox"/> Note bibliographic info and page numbers for your facts.						/ (3 pts)

I. Intro ¶:	
<input type="checkbox"/> Opens with an attention-grabber (question, quotation, story, decoration, humor, startling statment)	/ (5 pts)
<input type="checkbox"/> Includes background information (time, place, context)	/ (5 pts)
<input type="checkbox"/> States three topics	/ (5 pts)

V. Concl. ¶:	
<input type="checkbox"/> Restates topics	/ (5 pts)
<input type="checkbox"/> Indicates which is most important, signif, interesting, dangerous, etc., and why. No "I"	/ (5 pts)

All Paragraphs	
<input type="checkbox"/> Retell your KWO in sentences- check that the best words were chosen.	/ (1 pt)
<input type="checkbox"/> Brainstorm stylistic elements & vocab into KWOs or rough draft	/ (1 pt)

<i>Rough Draft</i>	
<input type="checkbox"/> Rearrange the fused KWO details as needed, mark and label the stylistic elements	/ (15 pts)
<input type="checkbox"/> Proofread & Edit in the double-spaces (with an adult)	/ (5 pts)

<i>Final Marked Draft</i>	
<input type="checkbox"/> Final Marked Draft- stylistic elements marked, labeled, and checked off the checklist	/ (5 pts)
<input type="checkbox"/> Include bibliographic information	/ (3 pts)

Mechanics	
<input type="checkbox"/> Capitalization, End Marks and Punctuation, Spelling and Grammar Usage, Complete Sentences	/ (8 pts)

Advanced Students	
<input type="checkbox"/> Try transitional topic/clincher sentences- TWSS p129	/ (2pts)
<input type="checkbox"/> Try the TRIAC ¶ (topic, restriction, illustration, analysis, clincher)- SRP p86/TWSS p127,129,160-162	/ (5 pts)
<input type="checkbox"/> Try a Compare/Contrast, Persuasive, Expanded, or Super Essay- SRP pg63/TWSS pg130-143	/ (2pts)

Structure Total	/
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IEW Master Structure Checklist

Alternate Unit 8: Persuasive Essay

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/
*Grading Option: Either add the Style and Structure scores, or average them.		
Structure & Process		(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner		/ (1 pt)
<input type="checkbox"/> Title centered on top line- Reflects 1-3 key words from the final clincher, <i>but do not give away position</i>		/ (4 pts)
<input type="checkbox"/> Composition double-spaced		/ (1 pt)
<input type="checkbox"/> Paragraphs contain 6-9 sentences, with first line indented		/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, key word outlines, and then topic list		/ (1 pt)
KWO		
<input type="checkbox"/> Determine an idea to persuade readers of. Choose 1 topic arguing for it, 1 against it, and 1 neutral.		/ (3 pts)
II. Topic A ¶ (CON)		
<input type="checkbox"/> Topic with 4-7 detail lines illustrating opposite view of writer, ending with a sliver of doubt		/ (12 pts)
<input type="checkbox"/> Reflecting Topic/Clincher lines		/ (3 pts)
III. Topic B ¶ (CON/PRO)		
<input type="checkbox"/> Topic with 4-7 detail lines where either position is equally valid. Continue to question.		/ (12 pts)
<input type="checkbox"/> Reflecting Topic/Clincher lines		/ (3 pts)
IV. Topic C ¶ (PRO)		
<input type="checkbox"/> Topic with 4-7 detail lines strongly supporting writer's position.		/ (12 pts)
<input type="checkbox"/> Reflecting Topic/Clincher lines		/ (3 pts)
I. Intro ¶:		
<input type="checkbox"/> Opens with an attention-grabber (question, quotation, story, decoration, humor, startling statment)		/ (5 pts)
<input type="checkbox"/> Includes background information (time, place, context)		/ (5 pts)
<input type="checkbox"/> State 3 topics (3 words bold or highlighted). Make question clear.		/ (5 pts)
V. Concl. ¶:		
<input type="checkbox"/> Restates 3 topics		/ (5 pts)
<input type="checkbox"/> Argue: Discredit CON and Reaffirm PRO		/ (5 pts)
<input type="checkbox"/> Clearly answer the question		/ (5 pts)
All Paragraphs		
<input type="checkbox"/> Retell your KWO in sentences- check that the best words were chosen.		/ (1 pt)
<input type="checkbox"/> Brainstorm stylistic elements & vocab into KWOs or rough draft		/ (1 pt)
Rough Draft		
<input type="checkbox"/> Rearrange the fused KWO details as needed, mark and label the stylistic elements		/ (15 pts)
<input type="checkbox"/> Proofread & Edit in the double-spaces (with an adult)		/ (5 pts)
Final Marked Draft		
<input type="checkbox"/> Final Marked Draft- stylistic elements marked, labeled, and checked off the checklist		/ (5 pts)
<input type="checkbox"/> Include bibliographic information		/ (3 pts)
Mechanics		
<input type="checkbox"/> Capitalization, End Marks and Punctuation, Spelling and Grammar Usage, Complete Sentences		/ (8 pts)
Advanced Students		
<input type="checkbox"/> Try an typical college argumentative essay with a thesis- TWSS p138-139		/ (2pts)
	Structure Total	/

IEW Master Structure Checklist

Unit 9: Formal Critique for Fiction

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/
*Grading Option: Either add the Style and Structure scores, or average them.		
Structure & Process		(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner		/ (3 pts)
<input type="checkbox"/> Title centered on top line- Reflects/repeats 1-3 key words from the final clincher		/ (4 pts)
<input type="checkbox"/> Composition double-spaced		/ (2 pts)
<input type="checkbox"/> Paragraphs contain 6-9 sentences, with first line indented		/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, and then key word outline		/ (2 pts)
<i>Research</i>		
<input type="checkbox"/> Read about the author and take a few notes on his background/time period		/ (2 pt)
<i>KWO</i>		
II-IV. Body ¶s - follow the Story Sequence Chart		
<input type="checkbox"/> Paragraph 1: Characters and Setting	<i>4-7 detail sentences- Who? When? Where?</i>	/ (10 pts)
<input type="checkbox"/> Paragraph 2: Conflict and Plot	<i>4-7 detail sentences- Main problem? What do they want/think/say/do?</i>	/ (10 pts)
<input type="checkbox"/> Paragraph 3: Climax and Resolution	<i>4-7 detail sentences- Turning point? How resolved? After that? Message?</i>	/ (10 pts)
I. Intro ¶:		
<input type="checkbox"/> Opens with an attention-grabber (question, quotation, story, decoration, humor, startling statement)		/ (5 pts)
<input type="checkbox"/> Introduces title of story and name of author		/ (5 pts)
<input type="checkbox"/> Includes type of story and background biographical/historical information on author or story		/ (5 pts)
V. Concl. ¶:		
<input type="checkbox"/> Opinion stated as fact, No "I"		/ (5 pts)
<input type="checkbox"/> Includes: like/dislike- why?, message?		/ (5 pts)
<input type="checkbox"/> Includes: effect on reader, was it well written?, character development, and/or style		/ (5 pts)
All Paragraphs		
<input type="checkbox"/> Retell your KWO in sentences- check that the best words were chosen.		/ (1 pt)
<input type="checkbox"/> Brainstorm stylistic elements & vocab into margins/double-spaces of KWO and Rough Draft		/ (1 pt)
<i>Rough Draft</i>		
<input type="checkbox"/> Rearrange the KWO details as needed, mark and label the stylistic elements		/ (6 pts)
<input type="checkbox"/> Proofread & Edit- with an adult		/ (6 pts)
<i>Final Marked Draft</i>		
<input type="checkbox"/> Final Draft with stylistic elements marked, labeled, and checked off the checklist		/ (6 pts)
<input type="checkbox"/> Include bibliographic information		/ (3 pts)
Mechanics		
<input type="checkbox"/> Capitalization, End Marks and Punctuation, Spelling and Grammar Usage, Complete Sentences		/ (8 pts)
Advanced Students		
<input type="checkbox"/> Use a Critique Thesaurus to aid in literary analysis - SRP pg 68/TWSS pg 150		/ (5 pts)
<input type="checkbox"/> Critique a source you do not like or a different type of source than a story- a play, film, poem		/ (5 pts)
<input type="checkbox"/> Try a Response to Literature or a Literary Analysis with TRIAC paragraphs		/ (5 pts)
Structure Total		/

IEW Master Structure Checklist

Unit 9: Formal Critique for Non-Fiction

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/
*Grading Option: Either add the Style and Structure scores, or average them.		
Structure & Process		(Suggested Points)
<input type="checkbox"/> Name, Date, and Lesson in upper left-hand corner		/ (3 pts)
<input type="checkbox"/> Title centered on top line- Reflects/repeats 1-3 key words from the final clincher		/ (4 pts)
<input type="checkbox"/> Composition double-spaced		/ (2 pts)
<input type="checkbox"/> Paragraphs contain 6-9 sentences, with first line indented		/ (2 pts)
<input type="checkbox"/> Checklist on top, final marked draft, rough draft, and then key word outline		/ (2 pts)
<i>Research</i>		
<input type="checkbox"/> Topic List- Choose 3 topics, 1 per body paragraph		/ (2 pt)
<i>KWO</i>		
II-IV. Body ¶s - follow the Unit 4 template with topical paragraphs		
<input type="checkbox"/> Body Paragraph 1: Topic A	<i>5-7 detail sentences- choose what is interesting/important & comment</i>	/ (10 pts)
<input type="checkbox"/> Body Paragraph 2: Topic B	<i>5-7 detail sentences- choose what is interesting/important & comment</i>	/ (10 pts)
<input type="checkbox"/> Body Paragraph 3: Topic C	<i>5-7 detail sentences- choose what is interesting/important & comment</i>	/ (10 pts)
<input type="checkbox"/> Reflecting Topic/Clincher lines		/ (6 pt)
I. Intro ¶:		
<input type="checkbox"/> Opens with an attention-grabber (question, quotation, story, decoration, humor, startling statement)		/ (5 pts)
<input type="checkbox"/> Introduces title and author, (background info on author), publisher, pages		/ (5 pts)
<input type="checkbox"/> State 3 topics, preferably in 3 different sentences.		/ (5 pts)
V. Concl. ¶:		
<input type="checkbox"/> Restate the 3 topics		/ (5 pts)
<input type="checkbox"/> Analyze: writing style, ease of reading, interest, value of info. Use short quotes if appropriate.		/ (5 pts)
<input type="checkbox"/> Answer Q's: Most important? Why? Errors? Most/least effective and why? (no "I")		/ (5 pts)
All Paragraphs		
<input type="checkbox"/> Retell your KWO in sentences- check that the best words were chosen.		/ (1 pt)
<input type="checkbox"/> Brainstorm stylistic elements & vocab into margins/double-spaces of KWO and Rough Draft		/ (1 pt)
<i>Rough Draft</i>		
<input type="checkbox"/> Rearrange the KWO details as needed, mark and label the stylistic elements		/ (6 pts)
<input type="checkbox"/> Proofread & Edit- with an adult		/ (6 pts)
<i>Final Marked Draft</i>		
<input type="checkbox"/> Final Draft with stylistic elements marked, labeled, and checked off the checklist		/ (6 pts)
<input type="checkbox"/> Include bibliographic information		/ (3 pts)
Mechanics		
<input type="checkbox"/> Capitalization, End Marks and Punctuation, Spelling and Grammar Usage, Complete Sentences		/ (8 pts)
Advanced Students <i>Pick One</i>		
<input type="checkbox"/> Critique a source you do not like or a different type of source- a play, film, poem		/ (5 pts)
<input type="checkbox"/> Try a Historical/Scientific Analysis Essay-intro thesis & supporting body ¶'s, TWSS p166		/ (5 pts)
Structure Total		/

IEW Master Structure Checklist

Beyond Unit 9: Literary Analysis

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process (Suggested Points)

- Name, Date, and Lesson in upper left-hand corner / (3 pts)
- Title centered on top line- Reflects/repeats 1-3 key words from the final clincher / (3 pts)
- Composition double-spaced / (2 pts)
- Paragraphs contain 6-9 sentences, with first line indented / (2 pts)
- Checklist on top, final marked draft, rough draft, and then key word outline / (2 pts)

Research & Topic

- Write a thesis statement that answers the prompt. What are you trying to prove? / (2 pt)
- Choose 2-3 topics to prove your thesis / (2 pt)

KWO

II.-IV. Body ¶s: Analysis Topic

Topic Body ¶

- | | A | B | C | |
|--|---|---|---|-----------|
| <input type="checkbox"/> Topic sentence- bold or highlight 2-3 words expressing main idea | | | | / (6 pts) |
| <input type="checkbox"/> Restrict 1: 1st assertion or point to prove the topic | | | | / (6 pts) |
| <input type="checkbox"/> Illustration: use a quote or paraphrase | | | | / (6 pts) |
| <input type="checkbox"/> Analyze: Commentary/discussion on how the quote supports/proves point | | | | / (6 pts) |
| <input type="checkbox"/> Restrict 2: 2nd assertion or point to prove the topic | | | | / (6 pts) |
| <input type="checkbox"/> Illustration: use a quote or paraphrase | | | | / (6 pts) |
| <input type="checkbox"/> Analyze: Commentary/discussion on how the quote supports/proves point | | | | / (6 pts) |
| <input type="checkbox"/> Reflecting Topic/Clincher | | | | / (6 pts) |

I. Intro ¶:

- Opens with an attention-grabber (question, quotation, story, decoration, humor, startling statement) / (5 pts)
- Background / (5 pts)
- Introduces title, author, and type of story / (5 pts)
- Thesis statement / (5 pts)

V. Concl. ¶:

- Revisit thesis / (5 pts)
- Includes what is most important and why, no "I" / (5 pts)
- How does it relate? What is the relevance? / (5 pts)

All Paragraphs

- Retell your KWO in sentences- check that the best words were chosen. / (1 pt)
- Brainstorm stylistic elements & vocab into margins/double-spaces of KWO and Rough Draft / (1 pt)

Rough Draft

- Rearrange the KWO details as needed, mark and label the stylistic elements / (6 pts)
- Proofread & Edit- with an adult / (6 pts)

Final Marked Draft

- Final Draft with stylistic elements marked, labeled, and checked off the checklist / (6 pts)
- Include bibliographic information / (3 pts)

Mechanics

- Capitalization, End Marks and Punctuation, Spelling and Grammar Usage, Complete Sentences / (8 pts)

Structure Total

/

IEW Master Structure Checklist

Beyond Unit 9: Response to Literature

Name:	Writing Assignment Total	/
Date:	<i>Structure Total</i>	/
Unit/Lesson:	<i>Style Total</i>	/

*Grading Option: Either add the Style and Structure scores, or average them.

Structure & Process (Suggested Points)

- Name, Date, and Lesson in upper left-hand corner / (3 pts)
- Title centered on top line- Reflects/repeats 1-3 key words from the final clincher / (3 pts)
- Composition double-spaced / (2 pts)
- Paragraphs contain 6-9 sentences, with first line indented / (2 pts)
- Checklist on top, final marked draft, rough draft, and then key word outline / (2 pts)

Research & Topic

- Read about the author and take a few notes on his background/time period / (2 pt)
- Choose 2 analysis topics: Main Character, Message/Theme, Setting & Mood, Style & Lit Technique / (2 pt)
- Read and discuss the detail options for that topic (TWSS pg 63) / (2 pt)

KWO

II. Body ¶: Story Summary

- Story Chart Summarized in 1¶- Characters & Setting, Conflict and Plot, Climax and Resolution / (15 pts)

III. & IV. Analysis Body ¶s for Topics A & B

Topic Body ¶ A B

- | | | | |
|--|--|--|-----------|
| <input type="checkbox"/> Answer the analysis topic question- 2 sentences | | | / (8 pts) |
| <input type="checkbox"/> Two examples/quotations included from original story- 2 sentences | | | / (8 pts) |
| <input type="checkbox"/> Explain how example answers the question- 2 sentences | | | / (8 pts) |
| <input type="checkbox"/> Reflecting Topic/Clincher lines | | | / (6 pts) |

I. Intro ¶:

- Opens with an attention-grabber (question, quotation, story, decoration, humor, startling statement) / (5 pts)
- Introduces title, author, and type of story / (5 pts)
- List analysis topics and main focus / (5 pts)

V. Concl. ¶:

- Restate analysis topics / (5 pts)
- Include personal feelings, significance (no "I") / (5 pts)
- Include "most important" / (5 pts)

All Paragraphs

- Use the Response to Literature word list- SRP p81, TWSS p164 / (5 pts)
- Retell your KWO in sentences- check that the best words were chosen. / (1 pt)
- Brainstorm stylistic elements & vocab into margins/double-spaces of KWO and Rough Draft / (1 pt)

Rough Draft

- Rearrange the KWO details as needed, mark and label the stylistic elements / (6 pts)
- Proofread & Edit- with an adult / (6 pts)

Final Marked Draft

- Final Draft with stylistic elements marked, labeled, and checked off the checklist / (6 pts)
- Include bibliographic information / (3 pts)

Mechanics

- Capitalization, End Marks and Punctuation, Spelling and Grammar Usage, Complete Sentences / (8 pts)

Structure Total /