

Engineering Essay Writing Checklist

Use this as a reference while you write and before you submit.

Before you start writing:

- I understand what type of essay this is (argumentative, analytical, reflective, literature review)
- I've identified the command word and know what it requires
- I've checked word count, citation style, and formatting requirements
- I've completed my research and have credible sources for each major claim
- I've built a clear outline with a one-sentence job for each section
- I've allocated my word count across sections so I know my budget

While writing:

- My thesis is clear and in the first paragraph
- Each body section makes one clear claim with evidence and analysis
- Technical data is introduced, explained, and connected to the argument
- All diagrams and figures are labelled and referenced in the text before they appear
- Citations are in place throughout, including paraphrased material
- I've addressed at least one counterargument

Before submitting:

- My conclusion restates the thesis and doesn't introduce new ideas.
- All citations are in the correct format for the required style
- I've done a three-pass edit (structure, clarity, mechanical)
- I've read it aloud
- I've checked all figure labels, equation references, and citation formatting
- I've asked "so what?" after every body paragraph and confirmed each one answers it

Run through this checklist before you submit, it catches the mistakes most students only notice after the deadline.