

Quick Checklist Before Submitting

Sentence 1:

- Author's full name
- Type of text and title
- Publication date
- Strong rhetorical verb
- Complete thesis in THAT clause

Sentence 2:

- Three specific methods
- In chronological order (as they appear in text)
- Connected with "by... by... and by..."
- Specific enough to show you read closely

Sentence 3:

- Starts with "purpose is to"
- Includes "in order to" phrase
- Identifies intended outcome, not just surface goal

Sentence 4:

- Describes tone with specific adjectives
- Identifies the intended audience clearly
- Provides evidence or reasoning for the audience/tone

Overall:

- Exactly 4 sentences
- 100-200 words total
- Third person, present tense
- No personal opinions
- Bibliographic citation at the end (if required)