

SU Geography-Earth Science Department - Common Writing Framework

| Element | Best Practice |
|---|--|
| Front material | <p>Title page with descriptive title, author, and date.</p> <p>Complete, well-designed table of contents with section headings, page numbers, and lists of figures and tables.</p> |
| Abstract | Well-written abstract that clearly and concisely describes the context, purpose, methods, and results of the research. |
| Organization | <p>Paper is effectively organized into sections and sub-sections with descriptive headings.</p> <p>Text narrative is organized to present a logical flow of information with minimal repetition.</p> |
| Subject matter | <p>Paper is scientifically correct and effectively addresses all elements of the assignment.</p> <p>Paper reflects a complete grasp of issues and a strong depth of analysis. Key arguments are effectively communicated with sufficient evidence to arrive at stated conclusions.</p> |
| Discussion / Conclusions | Paper presents key findings well-supported by the data and discusses the implications of those results. Limitations or weaknesses of the study are documented, noting opportunities for future work. |
| Quality of supporting reference materials | Paper is strongly grounded in appropriate literature from multiple authors and sources, including research journals, government documents, and other types of references, as appropriate. |
| Tables, figures, and equations | <p>Paper effectively communicates ideas via use of well-designed tables, figures, and maps.</p> <p>All tables, figures, maps and equations are properly numbered, captioned, and referenced in the narrative.</p> |
| Proofreading and editing | Text narrative is free of spelling and grammatical errors and is clear and concise. |
| References Cited | <p>All information requiring citation is properly referenced within the text and in a References Cited section at the end of the paper.</p> <p>Citation format follows required APA style.</p> |
| Plagiarism | <p>Failing grades and/or referral to the Dean of Students may result from an assignment that displays plagiarism and/or any misrepresentation of original work.</p> <p>See <i>Swataney</i> (SU Student Handbook) for more information on plagiarism.</p> |