

Source Integration Checklist

Name: _____

Integrating Sources

Yes	No
<input type="checkbox"/>	<input type="checkbox"/> I have provided set-up or introductory information the first time I use each source.
<input type="checkbox"/>	<input type="checkbox"/> I have made it clear that each source is credible and can be trusted.
<input type="checkbox"/>	<input type="checkbox"/> I have made sure the source material is clearly relevant to my topic.
<input type="checkbox"/>	<input type="checkbox"/> I have provided some kind of commentary or analysis after each quote I used.

Finding Balance

Yes	No
<input type="checkbox"/>	<input type="checkbox"/> I have not used too many quotes, making sure that quotes account for no more than five to ten percent of my writing.
<input type="checkbox"/>	<input type="checkbox"/> I have avoided long quotes unless they are necessary.
<input type="checkbox"/>	<input type="checkbox"/> I have worked to paraphrase information (put source material in my own words) whenever possible in order to avoid too many quotes.

Documentation

Yes	No
<input type="checkbox"/>	<input type="checkbox"/> I have cited all borrowed information, even information I put in my own words, with in-text documentation.
<input type="checkbox"/>	<input type="checkbox"/> My source information at the end (Works Cited, References, etc.) matches my in-text documentation.

Getting one “no” does not mean you have done a poor job overall integrating your source material, but you may want to consider revising your essay to address that issue.