**REQUIRED**:

Student Name (First & Last):

LOLA #:

Course and Section #:

Instructor Name:

**REQUIRED**:

* Submit from a DCC email
* Attach Microsoft Word Compatible file (.doc or .docx)
* Attach assignment instructions

Submissions may take up to \*72 hours for response.

**REQUIRED**: In the space below, inform the tutor what **two specific things** you want to focus on by highlighting **two boxes**, or writing the words from two boxes below the table.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Purpose** | **Development** | **Structure** | **Style** | **Grammar** | **MLA Style** |
| Thesis | Relevant Examples | Introduction | Word Choice | Fragments | Document Design |
| Claims | Using Outside Sources  | Transitions | Sentence Variety | Subject/Verb Agreement | In-text Citations |
| Topic Sentences | Critical Thought | Conclusion | Wordiness | Verb Form Errors | Works Cited |

**OPTIONAL**: In the space below, type a brief description of the assignment on which you are working.

**OPTIONAL**: In the space below, please express any additional comments or concerns you have about this assignment.