

Senior Literature Assignment Guidelines

You will be writing and speaking for various purposes and audiences. Whether you are preparing an academic essay, a creative project, or an oral presentation, adhere to the following guidelines.

Final Draft Format

- Provide a heading in the upper right-hand corner of all final drafts. Include the following information: first and last name, date, and block.
- Type all final drafts of essays and projects.
- Double-space all final drafts of essays.
- Print and keep all rough drafts.

Content

Use classroom appropriate content in all assignments. Avoid the following inappropriate items:

- Profanity
- Drug and alcohol references
- Sexual references
- Violence
- Slang

If you question the appropriateness of an item, ask before submitting the item in a final draft. Work containing inappropriate content will receive a zero.

Special Note

Remember that plagiarism violates the school code of conduct. The use of the following forms of plagiarism will result in a zero for the assessment and will be submitted to the office as a violation of school conduct.

- Providing statistics, quotes, facts, or other borrowed information without documenting the source
- Paraphrasing another person's information without documenting the source
- Borrowing another student's ideas
- Copying another student's writing or using internet essays

I have read the guidelines for Senior Literature. Furthermore, I realize that failure to follow these guidelines may result in a zero for the assignment.

Signature_____

Date_____