

Progress Chart

Name: _____

For Research Paper On: _____

Tasks Completed	Due Date	Teacher's Comments	Teacher's Initials	Parent Signature
1. Define purpose & Choose Topic				
2. Develop Essential Question(s)				
3. Locate and Evaluate Resources				
4. Create Notecards and Bibliography cards				
5. Thesis Statement				
6. Outline				
7. First Draft				
8. Proofread, Revise, and Rewrite 1 st draft				
9. Works Cited Page				
10. 2 nd Draft				
11. Proofread and Revise 2 nd Draft				
12. Submit Final Research Paper				
13. Presentation. (if required)				
Other:				