

Analytical Essay Quick Reference Checklist

Keep this guide at your desk while drafting to ensure organizational clarity and appropriate depth.

Section	Role / Goal	Structure Breakdown	Target Length (1,000-Word Essay)
I. Introduction	Grab attention and state the argument.	1. Hook (1-2 sentences)	100–150 words (10-15%)
		2. Context (2-3 sentences of background)	
		3. Thesis (The main argument - 1 clear sentence)	
II. Body Paragraphs	Develop and prove the thesis using evidence.	P - Point (Topic Sentence)	700–800 words (70-80%)
	(Minimum 3 paragraphs)	E - Evidence (Quote, fact, or example)	150–200 words per paragraph
		E - Explanation/Analysis (Crucial: <i>2-3 sentences of analysis for every 1 sentence of evidence.</i>)	Focus on Analysis > Evidence
		L - Link (Transition to next point/paragraph)	
III. Conclusion	Reiterate the argument and establish significance.	1. Restate Thesis (Rephrase, don't copy)	100–150 words (10-15%)
		2. Summarize (Brief recap of main insights)	

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		3. So What? (Broader implication/lasting impact)	

Writing & Structure Self-Check

Item	Check Before Submission
Thesis	Is the thesis clear, specific, and does the entire essay argue <i>for</i> it?
Topic Sentences	Does every topic sentence clearly state the main point of its paragraph?
Evidence Ratio	For every piece of evidence, did I provide at least 2-3 sentences of Analysis ?
Clarity	Does the essay avoid generalities? Is every claim supported by specific textual evidence?
Conclusion	Does the conclusion avoid saying "In conclusion" and offer a strong final thought?

PEEL Method: Body Paragraph Checklist

Use this checklist to ensure every body paragraph is structured effectively and prioritizes analysis.

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PEEL Red Flags to Avoid

Avoid Doing This...	Instead, Do This...
Writing a Point that is a fact, not an argument.	Write a Topic Sentence that takes a clear, arguable stance.
Dropping a quote without context.	Introduce your evidence before the quote and explain its source/relevance.
Summarizing the evidence instead of analyzing it.	Interpret the evidence. Explain the author's purpose, technique, or impact.
Ending the paragraph abruptly after analysis.	Use the Link sentence to maintain flow and organization.