Formal Writing (*Compare and Contrast, Persuasive, Literary Analysis, Expository)*

* **Titles are formatted the same every time you write it.**
	+ ***Movies***
	+ ***Novels***
	+ ***“*poems*”***
	+ ***“*short stories*”***
	+ ***“*graphic novels*”***
* **Formal voice. No slang, or cliche or colloquial language.**
* **Analyze literature in present tense**
	+ *Jem and Scout ~~learned~~ learn from their community.*
* **No “I”, “You” or “We”.**
	+ *~~I believe society is to blame~~.* ***Vs****. Society is to blame.*
	+ *~~We need to work together~~.* ***Vs****. Society needs to work together*
	+ *~~What would you do~~?* ***Vs****. What is the best action?*
* **No contractions.** Eg. Wasn’t- **was not**
* **What grammar have we learned in class thus far? Apply it!**
* **Use quotes when possible but do not explain its meaning with “This quote shows…”. State the meaning clearly.**
* **Never begin or end a paragraph with a quote.**
* **Avoid absolutes. Eg. Always, never, everybody**
* **ALWAYS ANSWER THE QUESTION AND REFER BACK TO YOUR THESIS!!**

**Formatting Titles and Authors**

* When including the titles of the sources follow this format: “Poem Title”, “Short Story”, *Movie, Novel*
* Use the full title at the beginning of your writing but after that, use a shortened form. Eg. *Mockingbird*
* Same applies to the author. Use the full name in the intro but then refer to their last name after that. Eg. *Golding* or *Lee*

**Citing Sources Within Text**

* For movies, the source looks like this: (director, *title of movie*) Eg. (Taylor, *The Help*)
* For novels, the source looks like this: (author *page #*) Eg. (Golding 85)
* For short stories, the source looks like this: (author pg#). Eg. (Mansfield 2)
* For poems, the source looks like this: (author line #) Eg. (Hughes 5)
* For a website, the source looks like this: (author, title, website name) Eg. (Mascerelli “The Teenage Brain”, student.societyforscience.org)
* If only using one source, the first time you cite the source, you need to format as above. The second time only needs the page/line number, not the author’s name
* If you cite the author’s name before the quote, you do not need to include the author’s name in the brackets. Eg. As Golding states, “Are we savages?” (54)