**Mr. Sultan’s list of DON’T DO THIS IN YOUR ESSAYS – ever**

These items are in no ranked order. I have just recorded a bunch of things you have shown that you do often in your writing, and I am here to kick-it-out of you (by kick, I mean kindly suggest).

1. Don’t use the same word twice in the same sentence (i.e. *Pi enjoyed drinking the turtle’s blood because Pi enjoys turtles on the boat for he is hungry.)*
2. Use these words to insinuate/ suggest/ speculate: “some may”, “may”, “perhaps”, “at times”. Use these words when you say something that you think is a common truth, but you can’t guarantee it (i.e. *Some vegetarians may contemplate the thought of eating meat if they were stranded on a boat in the Pacific Ocean without food supplies)*.
3. Never **start** a sentence with the following words: SO, AND, BECAUSE, BUT.
4. Never **write in your essays the following terms:** Etc., “and so on”, “ and many more” to mean there are more examples.

Either name them, or just stop your list at mentioning the *top three examples*.

1. Don’t make claims you can’t back up (*i.e. People of different religious beliefs often do not get along [***notice there is no citation for research – false!].**
2. Do not say: I, ME, MY in your essay. Be objective and do not include your opinion or thoughts by stating them as “I think…”.
3. Never use the word SAYS when stating an item from the book or a journal article. Use the following words: states, indicates, mentions, illustrates. I know many of you might use these words improperly, but I want you to try anyways.
4. When quoting directly from the book (which you should not do EVERYTIME), try to use quotes that are **three lines** or less. There is nothing more boring than reading a massively long quote from the book.
5. Once you mention the book in your introduction and thesis, you do not have to keep referring to the novel as, “in the book *The Life of Pi*”. Just say, “in the novel it states”, “on the third chapter of the novel, it indicates”.
6. **Good and bad** are terrible words – do not ever use it in your essay to describe something.
7. Do not use contractions in your essay writing (don’t, won’t, shouldn’t, can’t, they’re). You may only use the **apostrophe (‘)** when stating ownership (i.e. the novel’s, Pi’s, Richard Parker’s mind). Instead of a contraction, just write out the whole two words (should not, will not, would not).
8. Every sentence should have only ONE idea in it. If write a set of lines that you see go past two lines without a comma or period, look it over and decide whether or not there are one ore more ideas in it, and break it up.
9. When it comes to writing numbers, here are the general rules: numbers one to ten should be written out with letters. From the numbers 11 and up, you may write the number. If you are writing fourth, fifth, sixth, and all other numbers with a “th” or “st” at the end, they must be written with letters as well.
10. Capitals should only occur on: names, cities/ places, titles, beginning of sentences, and all other times you learned when you were a kid. Do not just randomly put a capital on a word because you think it is important.
11. All titles of journals and novels in your essay must be *italicized*  (not put in quotation ns [“ “].

I am sure there are many more, but these are the ones I have picked up on. **There should be no excuse for improper citations. I am satisfied with the Owl Purdue website’s explanation. I am NOT satisfied with MS Word or other websites doing the citations for you, so please don’t use them.**

Follow this list, and any errors to not follow this simple list will effect your *communication and applications* sections for the essay.