

Exegetical Research Paper Checklist

- _____ Separate, un-paginated title page
- _____ Paper itself begins on top line of page one
- _____ Body of paper is paginated from page one through bibliography page
- _____ Intro paragraph introduces paper (no data, no footnotes or quotes)
 - _____ pericope and method (what you will focus on)
 - _____ road map (how you will develop your presentation)
- _____ Method section introduces the method you're using, with reference to sources that describe that method
- _____ Body of paper applies that method systematically to your passage in the steps typical of that method
- _____ When used, sources are appropriately introduced, quoted or paraphrased, discussed, and footnoted
- _____ Footnotes are in proper format. Unlike the complete references you provide in the bibliography, when you footnote a source, you cite the specific page or pages from which the quote or idea comes, not the full page-range of the article, essay or chapter.

Parenthetical references are only used for biblical citations; the first time you quote from the Bible, add a footnote after the parenthetical reference to indicate the version of the Bible that you are using, as follows:

Mark's Jesus is aware that his power has been used, but is unaware whom the recipient is: "Who has touched my clothes?" (Mk 5:30).²

² Donald Senior, ed., *The Catholic Study Bible (NAB)* (New York: Oxford University Press, 1990).
- _____ Pastoral application of about 2 pages applies the insights you've gained from research to a particular pastoral experience you've had or issue you face, with special attention to the concerns of the poor and marginalized in your community
- _____ Each paragraph begins with a topic sentence that introduces the paragraph (contents, purpose)
- _____ Each paragraph ends with a concluding sentence that summarizes what the paragraph demonstrated
- _____ Concluding paragraph summarizes what you've demonstrated in the paper (no data, no new ideas, no footnotes or quotes)
- _____ Bibliography page is final numbered page of paper; entries alphabetical by author's last name and formatted properly (see online style sheet)
- _____ Upload copy to Camino drop box by 9:00 am Saturday, March 20 (finals week); bring a short outline to class for your reference for your 7-minute presentation