

# Create Content Checklist

<b>Yes/No</b>	<b>Does my content collection process:</b>	<b>Notes</b>
	Carefully define the topic boundaries?	
	Offer a strong, clear project with well-developed thesis and meaningful supporting points?	
	Include sufficient material to meet document length requirements?	
	Use the concepts of the communication model to convey the message?	
	Clearly address the target audience?	
	Present analytical left brain thinking with creative right brain thinking?	
	Include a variety of external and internal sources synthesized in a unique interpretation of the topic?	
	Include any visual elements that might be helpful for enhancing comprehension?	
	Include a practical system for saving all content and references?	
	Include a content collection schedule, with deadlines for completing the document in a timely manner?	