

Checklist for Writing a Literature Review

1. Planning and preparation

- Have you clearly defined your research question or objective?
- Have you determined the scope of your literature review (e.g., period, specific themes)?
- Have you selected relevant keywords and search terms?

2. Searching and selecting sources

- Have you used multiple databases to find a diverse range of sources?
- Have you applied Boolean operators (AND, OR, NOT) to refine your searches?
- Have you selected peer-reviewed and credible sources?

3. Organizing and analyzing sources

- Have you grouped sources based on themes, methodologies, or theories?
- Have you taken notes or created summaries for each source?
- Have you identified the main themes, debates, and research gaps?

4. Writing the literature review

- Introduction:** Does it clearly state the research question and purpose of the review?
- Body:** Is the content organized logically (e.g., thematically, chronologically)?
- Analysis:** Have you critically evaluated and compared the sources?
- Conclusion:** Does it summarize key findings, highlight gaps, and link to your research?

5. Final review

- Have you properly cited all sources to avoid plagiarism?
- Is the review coherent, well-structured, and free of unnecessary summaries?
- Have you proofread for grammar, spelling, and formatting errors?
- Does your review clearly establish how your research will contribute to the field?