

Can you bullet point  
in an assignment



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In fact, bullet points don't seem to be very challenging elements of writing. However, like any other elements of academic writing, bullet points may be used in an effective way or in the ineffective one. First of all, it is important to have a good understanding of this notion.

In accordance with Collins Dictionary, a bullet point is "one of a series of important items for discussion or action in a document, usually marked by a square or round symbol." Generally speaking, bullet points are used to write a list of the most important points mentioned in a certain paper.

Yes, you can use bullet points in academic writing. The interesting fact is that, in the past decades, students were not allowed to use these elements in their academic papers. The reason for this issue was the fact that the educators regarded them as too informal for an essay, a research paper, or a term paper. However, at present, college undergraduates are often required to use the bullet points in their papers to make them more compact and packed.

Another important thing is that bullet points cannot be used in every style of formatting. In most cases, the common style of formatting where these elements can be utilized is the Academic Psychological Association (APA). Sometimes, it is allowed to use the bullet points in the papers written in Chicago Style. Since all the college assignments imply the official writing, there are two main types of bullet points that can be used by students. Usually, they include run-in lists and vertical lists.

#### Run-In Lists

First of all, in this case, bullet points are represented as part of the general text. All the points that need to be mentioned in a paper can be separated in different ways. These elements can be separated either with a colon (1) or with numbers (2). You can find the examples of these lists below:

### Vertical Lists

Do you still hesitate whether can you put bullet points in an assignment?

By contrast with the run-in lists, the use of this particular type of bullet points implies writing a complete sentence that precedes the vertical points being listed. This sentence should provide a brief overview of all the points you would like to list in your paper.

The important thing is that you can use this type of bullet points when your list is too long to be presented as one sentence. In this case, you have the opportunity to use a vertical list that is punctuated like a sentence.

Eg. At present, you are highly recommended to develop the leadership skills that will help you:

2. to find new ways of doing things in an organization;
3. be is more reliable and productive.

The following type of bullet points that should be discussed implies the use of vertical lists with subdivided terms. In general, the way of formatting of a vertical list may resemble an outline. In this case, you are required to use numbers and letters in order to maintain a logical structure for your paper. For instance:

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Yes, if the bullet points are inappropriate in the text, you can spoil your paper using these particular elements of academic writing. As it was mentioned above, the use of bullet points can play a significant role in writing a high-quality research paper. However, since you are assigned with completing a college paper, there are some cases when the bullet points cannot be used.

Below you can find the examples of some cases where the use of these elements will be inappropriate.

Hence, it is not recommended to use the bullet points: