

→→The Research Process←←

1. Pre-paper planning

- a. Have question
- b. Make working thesis
- c. Set dates

2. Find sources

- a. Find search terms
- b. Use CHS Library databases
- c. Determine if valid and reliable (books/database)
- d. Make citations as you go

3. Annotated bibliography

- a. MLA format
- b. Alphabetical order
- c. Summary of source
- d. Reflection on source

4. Final thesis

- a. Order of ideas is order of paragraphs
- b. Strongest last, weakest middle

5. Create initial outline

- a. Phrases, not sentences
- b. Cite sources
- c. Categorize

6. Look for weak points

- a. Complete more research
- b. Edit annotated bib. and outline

7. Create rough draft

- a. Review and revise
- b. Teacher or peer edit

8. Final Copy

- a. Varied word choice
- b. Times New Roman 12 pt. font
- c. Tab for paragraphs
- d. Check spelling
- e. Ensure there is logical flow
- f. Cite sources