

Writing and Completing the Research Paper

Make an outline

Organize your note cards into the most logical order and use them to construct an outline. Then, search for any additional information that may be needed to develop your thesis.

Use your outline to type a rough draft. (Use the AlphaSmart boards)

Revise your first draft several times

Use the editing symbols that we have used in class

Have an adult check your work

Important questions to answer:

- Do you have a clear, specific thesis statement?
- Do you have evidence that supports your thesis statement in your paper?
- Have you checked for spelling, grammar, and punctuation errors?

Document your sources

Put the works cited section together, listing all of the sources you have cited in your paper

Give credit for ideas and direct quotations from different sources that you have used in your paper

Make sure your final draft is as complete and error-free as possible!

WRITING TIPS

Use your own words as much as possible. Use direct quotations only when the wording in the quotation is exactly as you want it. Drop statements that you cannot support with facts and opinions.

Introduction: Say something interesting, surprising, or personal about your subject to gain your readers' attention. You should also identify the specific focus, or thesis of your research.

Body: Support or prove your thesis. You may want to consider giving important background information and interesting or surprising facts.

Conclusion: You should leave readers with a clear understanding of the importance of your research. Review important points you have made and draw a final conclusion.

Research Project Checklist

Check when finished:

- Did Internet research using database
- Took notes and cited sources
- Created design layout
- Organized information to fit design layout
- Completed rough draft
- Had rough draft edited by parent, peer, or teacher
- Made final copy

Completed self-evaluation