

DOCUMENTED RESEARCH PAPER

NAME _____ SCHOOL _____

DATE STARTED _____ DATE COMPLETED _____

PREREQUISITES: Intermediate Research Project course or the ability to write a research paper (with some documentation) based on library research and direct observation.

HOW TO DO THIS COURSE: Do the steps one at a time, in order. When you finish a step, put your initials and the date on the sign-off line on the right. A split line means to get a pass (and an initial) from another student (or your academic supervisor if it says that). All written work is turned in to the academic supervisor.

PURPOSE: Learn to do research and evaluate a subject, and present a viewpoint on it in a documented research paper.

ESTIMATED TIME: 25–35 hours.

MATERIALS NEEDED FOR THIS COURSE _____

Study booklet, *Documented Research Paper*, with these data sheets (DS):

4952 7172 4953 7173 128

Exam: 4978

Other texts:

Write for College (1997), Paul Sebranek, et al., Great Source Education Group, Inc., ISBN 0-669-44401-4 (hardcover) or ISBN 0-669-44402-2 (softcover)

Webster's New World Student Writing Handbook (1992), Sharon Sorenson, Prentice Hall, ISBN 0-139-51955-6

Other materials:

Access to a library with a computerized catalog.

NOTE TO THE STUDENT _____

Write for College is broken up into notes with numbers instead of page numbers. Therefore, you will be instructed to read certain notes instead of certain pages.

A. RESEARCH PAPERS

1. READ: DS #4952 Writing Non-Fiction. _____
2. DEMONSTRATE: The differences between an essay, a research paper and a documented research paper. _____
3. READ: DS #7172 The Research Paper. _____
4. DEMONSTRATE: The sequence for writing a research paper. _____

B. THE THESIS METHOD

1. READ: DS #4953 The Thesis Method. _____

2. DEMONSTRATE: The procedure for using the thesis method. _____
3. DEMONSTRATE: Practice writing a thesis statement by applying steps 1–4 from DS #4953. Do this for three topics. _____
4. PRACTICAL APPLICATION: Begin working on a research paper. Choose a subject and narrow it down. Write one or two preliminary thesis statements (you may revise these later as you begin researching more thoroughly). You will probably need to do some research at this time in order to get a good idea of what you’d like to write about and if it’s a workable topic. (Save this work for later in the course.) **Supervisor pass.** _____

C. DOCUMENTATION

1. READ: DS #7173 Research Documentation Styles. _____
2. DEMONSTRATE: Two good reasons for including references with written research. _____
3. READ: *Write for College* (WFC), “MLA (Modern Language Association) Documentation Style” and “Parenthetical References,” notes 300–310. _____
4. DEMONSTRATE: Each referencing method, notes 302–310. _____
5. READ AND DEMONSTRATE: WFC, “Works Cited,” note 311. Demonstrate each step as you read it. _____
6. DEMONSTRATE: In *Webster’s New World Student Writing Handbook* (SWH), pages 449–454, look at the research paper “Mother Goose: A Devoted Teacher.” Notice each parenthetical reference and how it is used, and how it is documented at the end of the paper. _____
7. READ: WFC, notes 312–360. Notice the order of the items in the documentations, the punctuation, and how and where page numbers are listed in the documentation (some references include the abbreviation for “page” before giving the page number). Become familiar with the section to use as a reference. _____
8. READ: WFC, “Writing Responsibly,” “Writing Paraphrases” and “Writing a Paraphrase,” notes 294, 295 and 499. [Note 295 omits the fact that paraphrased as well as quoted material must be properly credited. The example of paraphrasing Emerson’s paragraph on note 499 should be referenced, i.e., it should show this at the end: (Emerson).] _____
9. DRILL: Take a paragraph from a book and paraphrase it. Reference it correctly. _____

10. READ: WFC, from “Plagiarism” through “Guidelines for Avoiding Plagiarism,” note 297.

11. DEMONSTRATE: Each of the “what to do/what not to do” points in note 297.

12. ESSAY: Describe how you would explain what plagiarism is to a young writer who didn’t know what it was. Include some possible effects of plagiarizing another’s work.

13. READ: WFC, “Examples of Plagiarism” and “Using Quoted Materials,” notes 298–299. [Note: as regards spacing for long quotations, other reference sources do not require double spacing of such quoted material; it can be single spaced.]

14. ESSAY: Find or make up examples for the first four types of quoted material in note 299, and quote and document them properly. The last one on poetry is optional.

D. LIBRARY RESOURCES [To be done at a library with a computerized catalog of materials]

1. READ: WFC, “Using the Library” and “The Basic Components,” note 446, and the sub-section “Use Your Librarian’s Expertise” in note 447.

2. DEMONSTRATE: Locate the stacks, periodicals, reference materials, audiovisual and multimedia materials, special collections and computer resources in the library. See a librarian for help finding any of these.

3. READ: WFC, note 448 “The Computerized Catalog.” [Note: the letters “AME” in the call number line stand for the first three letters of the book title.]

4. RESEARCH: Find out about the Library of Congress classification system and the Dewey Decimal system. Find out how each originated and why they have those numbering systems.

5. READ: WFC, note 448 starting with “Classification Systems” and note 449. [Note: Boolean characters are named after George Boole, a British mathematician (1815–1864).]

6. DRILL: Locate in the library computer some references that are in the library that you may be able to use for your paper. Find them and review them.

7. READ: WFC, “Locating Books and References” and “Using the Library of Congress Classification System,” note 450, and section “Finding the

Right Book” in note 451. Research to find out where the term “cutter number” originated and what it was used for.

8. PRACTICAL APPLICATION: Look through notes 452–461. Get familiarity with these sections as a reference and practice using at least three.

9. PRACTICAL APPLICATION: Get the resources you can now see that you need to do research for the paper you wrote the thesis statement for previously (item B. 4). Do the research, make your notes and make copies of resources as needed.

E. WRITING THE RESEARCH PAPER

1. READ: DS #128 Research Paper Outlining.

2. PRACTICAL APPLICATION: Choosing one of the thesis statements you wrote earlier (or revising it as needed), write a detailed outline for your research paper. Do further research in the process if needed. **Supervisor pass.**

3. READ: SWH, pages 449–454, the research paper “Mother Goose: A Devoted Teacher,” including “Works Cited.”

4. PRACTICAL APPLICATION: Write a first draft of your research paper. Your final paper should be at least 1,000 words long. It should persuade the reader to your intended viewpoint and explain the topic so the reader is able to clearly understand it. Do any further research that proves needed as you go.

5. PRACTICAL APPLICATION: Revise and rewrite your paper until you are satisfied it is a professional product. Then submit it to your “editor” (the supervisor will act as editor), and continue to refine it as needed. Save your paper to take to the examiner. **Supervisor pass.**

I have completed the steps of this course. I understand what I studied and can use it.

Student _____ Date _____

The student has completed the steps of this course and knows and can apply what was studied.

Academic Supervisor _____ Date _____

The student has passed the exam for this course.

Examiner _____ Date _____