



Writing the Research Paper: Requirements Checklist

SOURCES

Number: _____

Preferred Publication Dates

Within past 5 years: _____

Within past 10 years: _____

Other: _____

Types

Periodicals: _____

Newspapers: _____

Magazines: _____

Scholarly Journals: _____

Books: _____

Reference Books (Encyclopedias, Dictionaries): _____

Government Publications: _____

Online Databases: _____

CD-ROM: _____

Electronic: _____

Other: _____

FORMAT/CITATION STYLE

MLA: _____

APA: _____

CBE: _____

COS: _____

Footnote/Endnote: _____

Other: _____

TOPIC

Assigned: _____

Range of Choices: _____

FOCUS/PURPOSE

Analyze: _____

Compare: _____

Classify: _____

Contrast: _____

Define: _____

Prove: _____
Discuss: _____
Disprove: _____
Evaluate: _____
Persuade: _____
Review: _____
Survey: _____
Explain: _____

MATERIALS TO INCLUDE

Outline: _____
Rough Draft(s): _____
Note Cards: _____
Sources Cards: _____
Photocopies/Printouts: _____
Disk(s): _____
Peer Editing Sheets: _____
Other: _____

DUE DATES

Activity Due Date: _____
Topic Selection/Approval: _____
Proposal/Prospectus/Thesis: _____
Preliminary Bibliography: _____
Annotated Bibliography: _____
Outline: _____
Note Cards: _____
First Draft/Rough Draft: _____
Conference: _____
Peer Review: _____

Copyright (c) 2005, Pearson Education Inc., publishing as Pearson Longman. All Rights Reserved.