**Research Project Checklist:**

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| **The Process:** | **How do I accomplish this task?** | **Status?** |
| Step One: RESEARCH your topic and identify your research questions! | Use at least three online databases from SIS/SMS Library to learn more about your topic.  |  |
|  | Take notes on your readings.  |  |
|  | Identify the questions that your project will answer. |  |
|  | Take notes that will answer each question. |  |
|  | Keep track of the sources you use. Remember that you cannot publish your research on the Internet if you are in violation of U.S. Copyright law. As you use a resource, complete a “Works Cited” form. |  |
|  | As soon as you decide to download an image from Flickr (advanced seach only), complete the Creative Commons Image form.If you are searching for images in the Library of Congress, use the LOC form. |  |
| Step Two: PLAN your content! | Identify the content that will help you to answer your research questions. |  |
|  | Develop a storyboard for each component. |  |
|  | Get feedback from two classmates on your plans. |  |
| Step Three: EXECUTE your plan | Consider everything you have learned about designing your slide show or book. |  |
|  | Write your research questions and answer them. Remember to use your own words, your own voice. |  |
|  | Get feedback from two classmates and revise your text. |  |
|  | Select the images to illustrate your content. |  |
|  | Complete your attribution pages. |  |
|  | Get feedback from two classmates and revise. |  |
|  | Meet with me, and revise if needed. |  |
|  | Submit your project using the class hand-in folder. |  |