**Research Paper Check Sheet**

# Or

**Ten Steps to a Successful Research Paper**

All work is due before the bell rings on the day assigned. Students may not skip any steps. Each deadline met is worth 10 points, making this sheet worth a maximum of 100 points. If I have to replace this sheet, it will be worth a maximum of 90 points (/100), and all prior deadlines will have to be met again.

Day 1 \_\_\_\_\_ Find 10 resources that you think will be helpful in writing your paper. Export them to Noodletools, APA format. Examine these sources and start to create notes on the sources that you think you will use. Be sure to email yourself a copy.

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Day 2 \_\_\_\_\_ Annotate 6 sources that you think you will use. This means that you will create a

brief synopsis of that source as it applies to your topic (Minimum 4 sentences) . Include any quote you might use in quotation marks. Paraphrase pertinent material. DO NOT COPY AND PASTE a paragraph from the text.

Day 3 \_\_\_\_\_ Rough draft of Reference page. \_\_\_\_\_

Day 4 \_\_\_\_\_ Complete outline of paper, including documentation for every fact and quote. \_\_\_\_\_

Day 5 \_\_\_\_\_ Final draft of References page. Should include every resource that is going to

appear in your paper and none that will NOT appear in it. \_\_\_\_\_

Day 6 \_\_\_\_\_ Error-free intro paragraph (need not have documentation). \_\_\_\_\_

Day 7 \_\_\_\_\_ Error-free sample body paragraph with documentation. \_\_\_\_\_

Day 8 \_\_\_\_\_ Rough draft. Must meet minimum length requirement (1000 words). \_\_\_\_\_

Day 9 \_\_\_\_\_ Attend the writing feedback conference with your teacher. \_\_\_\_\_\_

Day 10 \_\_\_\_ Final draft of your research paper and References page. No binders or folders. \_\_\_\_\_