Research Plan

This form is designed to help you formulate your research, keep track of what is accomplished, and simplify the process of creating your bibliography.

Name: _______________________ Course/Project: _____________________

Step 1: Foundation

A. Define the Topic:
I am researching ________________________________________________
because I want to find out what/why/how______________________________
in order to help my reader understand________________________________

B. Consult background sources, such as subject encyclopedias and dictionaries.
___________________________________________________

C. Note keywords or subject terms:
◦ Remember to include synonyms and alternate spellings in the list.
◦ Use keywords discovered in background sources.

Step 2. Determine Best Sources

A. Note the types of sources that are needed:
□ scholarly journals □ newspapers □ magazines
□ books □ Websites □ primary documents
□ images/other media □ prof./trade journals □ other __

B. Select the best databases or research tools for finding these types of sources:
_________________________________________________
_________________________________________________

Step 3: Perform Searches and Retrieve Information

Construct search queries and note results*:

<table>
<thead>
<tr>
<th>Databases/Research Tools</th>
<th>Search Queries</th>
<th>Notable Findings</th>
<th>Notable Findings</th>
<th>Notable Findings</th>
</tr>
</thead>
</table>
Step 4. Evaluate Information.

All resources, whether scholarly or popular, need to be evaluated.

Critically examine each resource or piece of information for:

- **authority** - is the source reputable and credentialed?
- **bias** - what point of view is represented?
- **currency** - is it up to date or timely?
- **relevance** - does it suit your needs?
- **quality** - is the information clear & useful?
- **accuracy** - does it pass fact checking?

Step 5. Document Resources.

Keep track of all your citations as you find each resource:

Citation style:

- **APA**
- **Chicago**
- **IEEE**
- **MLA**
- **other:** ____________________________

- Consider using RefWorks to help create your bibliography.

For Additional Help:

Ask a Librarian: (http://www.library.yale.edu/reference/asklive/index.html)

- Text messaging: Text your question to 66746
- Find your Personal Librarian, library.yale.edu/pl

Visit the Writing Center:

- http://www.yale.edu/bass/