



**Ephrata High School  
Course Syllabus  
Techniques of Research  
1108/1109**



### *I. Course Description*

Techniques of Research will challenge students to search for in-depth answers to problems. This course will provide students with the methods and tools of objective research needed for attending a four-year college. Independent research will be pursued. Techniques of Research is designed for students who can use the tools of research and who are able to think abstractly and work independently on extensive research projects.

### *II. Materials & Equipment*

- Electronic databases: EBSCOhost, Opposing Viewpoints, Issues and Controversies, Literature Resource Center, NoodleBib
- Print sources
- Internet sources
- Microsoft Word
- Microsoft Publisher
- Microsoft Powerpoint

### *III. Course Goals & Objectives*

**Students will be able to:**

- Demonstrate the use of research equipment in the Media Center.
- Demonstrate a working knowledge of all research sources in the Media Center, including the Internet.
- Read critically.
- Choose and evaluate sources effectively.
- Demonstrate the ability to gather information relevant to a topic.
- Demonstrate the ability to gather information within a prescribed time limit.
- Work independently.
- Define and avoid plagiarism.
- Write an effective thesis statement.
- Compile, organize, and evaluate notes.
- Create a correct bibliography according to MLA format.
- Cite sources correctly according to MLA format.
- Demonstrate the ability to write and adhere to an outline.
- Produce a formal research paper, following the directions given.
- Perform a short oral report and/or multi-media presentation.

### *IV. Course Topics (Summary Outline)*

**I. Purpose of Research/Reading Non-fiction**

- Recognizing characteristics of a research paper
- Differentiating between primary & secondary sources
- Reading & discussing texts
- Reading critically: locating main ideas
- Evaluating sources: emotional language, slant, bias, reliability
- Determining ownership

**II. The Internet as a Research Tool**

- Reviewing Internet terminology
- Using Boolean language to write search statements
- Profiling & using a search engine effectively
- Evaluating & Critiquing web sites

**III. Topic Selection/Preliminary Searching**

- Locating broad, narrow, and related terms
- Focusing a topic
- Writing search statements
- Designing research questions
- Selecting appropriate sources
- Using electronic databases
- Writing thesis statements

**IV. Gathering & Organizing Information**

- Drafting a guide for note taking

- Taking useful notes
- Quoting, paraphrasing, & summarizing from source material
- Avoiding plagiarism
- Writing a parallel outline

**V. The Rough Draft**

- Understanding persuasive writing
- Writing topic sentences
- Organizing paragraphs with coordinating & subordinating ideas
- Using transitional statements
- Incorporating source material
- Using quotation marks
- Utilizing parenthetical documentation
- Writing introductions & conclusions
- Creating a works cited page

**VI. The Final Draft**

- Proofreading & editing the paper
- Using commas & semi-colons
- Avoiding run-ons & fragments
- Creating sentence variety
- Enhancing writing style
- Compiling the final draft

**VII. Power Point Presentation**

- Utilizing all media center resources
- Creating an annotated bibliography
- Designing a power point presentation
- Incorporating documentation for images
- Presenting a power point presentation

**VIII. Reviewing Research Skills**

- Conducting an independent research study
- Implementing previously learned skills: gathering information, taking notes, creating a parallel outline, writing a rough draft, editing and revising, and publishing a final paper

**IX. Literary Criticism**

- Locating literary criticism
- Compiling an annotated bibliography

***V. Assignments & Grading***

- Bibliography card practice
- Search engine profile assignment
- Evaluating web sites assignment
- Internet quiz
- Literature review assignment
- Evaluating thesis statement assignment
- Outlining practice assignments
- Working outline
- Midterm exam
- Paragraph construction cooperative learning project
- Practice exercise – incorporating source material
- Oral reports
- Rough draft
- Final draft
- Annotated bibliography
- Power point presentation
- Literary criticism assignment
- Final exam