Ready for **Research**

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Britannica® School
Middle School Edition

With **COMMON CORE** *Coverage*

ENCYCLOPÆDIA
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For Students

Welcome to **Ready for Research**!
Get ready to have a great time learning how to do research.

You've been doing research nearly all your life. Surprised? Think about it. Maybe you checked on the Internet to find the top NBA scorer in 2013. Or you looked up the biography of a musician you really like. Maybe you wanted to know when *The Lord of the Rings* trilogy or other films were released.

Every time you put in key words for an Internet search or looked up something in a book or magazine, you were doing **informal research**.

For a research project, you conduct **formal research**. This means using resources to answer a question, solve a problem, or find out something you want to know. You'll be like an investigative reporter using your research skills to dig out the facts, organize them, and draw conclusions from them. This guide presents a five-step process to get you from start to finish in the research process. Once you learn these steps, you'll have a vital skill you can use in school and throughout your life.

A Five-Step Research Process

How many of these tasks do you already know how to do?
Put an "X" beside each familiar task.
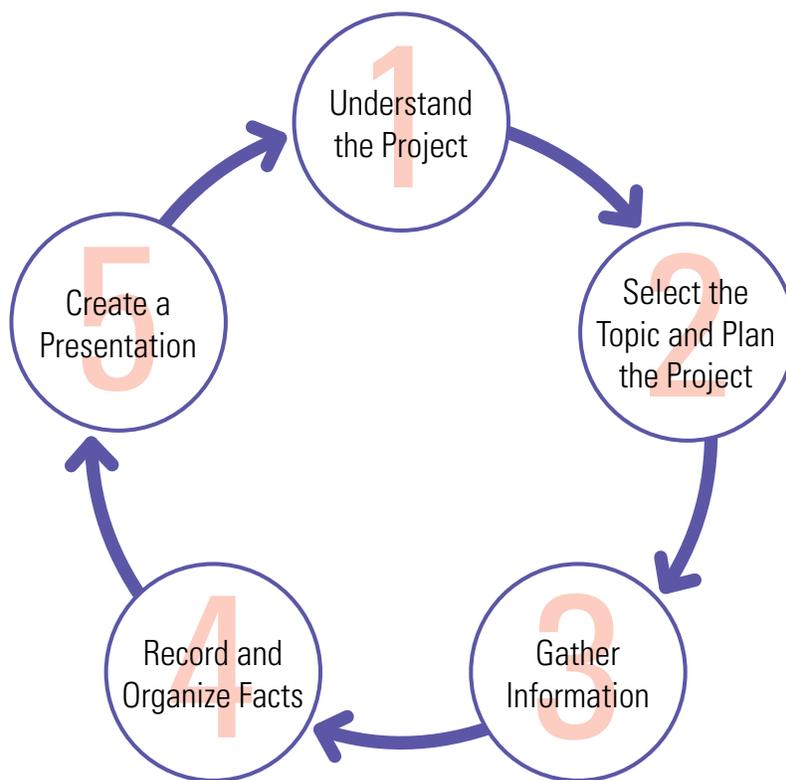
1. I understand:
   ___ The project's type, purpose, length, and time frame
   ___ The number of people and potential resources required

2. I know how to:
   ___ Choose a topic and subtopics
   ___ Use idea webs, brainstorming, and my prior knowledge
   ___ Test the topic
   ___ Plan time for research and writing

3. I know how to:
   ___ Tell a primary source from a secondary source
   ___ Use print and online resources
   ___ Use tables of contents, indexes, and bibliographies
   ___ Conduct interviews
   ___ Evaluate information

4. I know how to:
   ___ Take notes and avoid plagiarism
   ___ Organize notes
   ___ Cite resources for endnotes or a bibliography
   ___ Create an outline

5. I know how to:
   ___ Organize main ideas
   ___ Create a written, an oral, or a multimedia presentation
   ___ Review and revise a presentation
   ___ Deliver a final presentation