

Organizing My Research



Use this worksheet to organize your research. Complete this worksheet with a word processor on your computer, or print it out and fill it in by hand.

1. What do you already know? What facts do you know at this point? Think about your point of view. Would a different point of view help you find other facts?		
2. What do you need to know? Brainstorm! Besides the information listed above, what other facts do you need to know? Form these into new research questions.		
3. Where do you begin to look for answers? What are the best information sources for your questions? How will you find these sources? Try organizing your research into a chart to answer the following questions:		
WHO? Who would be interested in or have knowledge of this topic?	WHERE? Where are these people or organizations? Where might they communicate or publish their knowledge?	HOW CAN I LOCATE IT? How can I get the information or ideas in a form I can use? What research tools can I use?
4. Search for information. Use your chart to guide your search.		
5. Reflect and evaluate what you find. What did you find out from your research?		
Check your progress. Have you answered all your research questions? Yes <input type="checkbox"/> No <input type="checkbox"/>		
6. If you haven't answered all of your questions, repeat steps 1-5. (You can print another sheet now.)		
7. Stop when all of your questions are answered. Remember to ask a librarian for help if you need it!		