**Task Sheet for Research Paper #1 (First Draft)**

Let’s review what you have accomplished so far: You have articulated a research question, formulated a plan for conducting your research, and have also identified a number of sources to get you started. Now it is time to go through those sources (i.e., reading and annotating them), carefully glean relevant information from them, digest that information and the ideas therein, identify any caveats, and begin to put into prose form—sentences and paragraphs—the answer to your research question. I anticipate this task taking twenty or so hours. Please note that your paper must receive feedback from a tutor (details below) before I provide feedback.

Here is a simple checklist to follow as you write this paper:

**Write a 6 page essay that does the following**:

1). **Explores a specific research question 🡪** preferably the one presented at the top of your annotated bibliography

2). Covers a **full spectrum** of an argument/topic rather than making one set argument throughout.

 \* Keep in mind that this is an exploration paper and NOT an argumentative essay.

3). Utilizes at least **10 credible sources** (peer-reviewed journals, newspaper articles, and books). Your sources should represent a balance of perspectives regarding your question 🡪 don’t just sources that answer your question in just one way.

* At least two (2) of those ten must be books. “Books” as used here, are physical copies and ebooks and do not include dictionaries, encyclopedias, or other reference works.
* At least six (6) of those ten must be from peer-reviewed journals.
* That means no more than two (2) of your ten sources can be newspapers or magazines or other reliable sources (unless you choose to include more than the required ten sources).

4). Presents a **possible thesis statement** or argument (one that you could potentially use in your upcoming research paper) at the very end of the essay.

5). Includes **proper in-text citations and a Works Cited page** formatted according to **MLA** standards (see your Pearson Handbook for guidelines).

6). **Has been reviewed by a tutor.**

7). **Uses MLA margins (1” all around), 12-point Times New Roman font, double-spaced**. Going outside these parameters will result in a lower score proportional to the length over (or under) the assigned range.

Let the following process guide your approach to this draft:

1. In light of #7 and #10 below, set deadlines for yourself.
2. Identify the related questions that need to be answered and the key ideas which need to be explained.
3. Write the draft. Along the way, make notes to yourself about additional questions, sources, and ideas—particularly those which could be useful in Paper #2 (the upcoming argumentative research paper.
4. Revise the draft. Have you actually answered the related questions? Have these questions and their answers actually led to a clear answer to your research question?
5. Submit your draft to a tutor.
6. Edit the draft.
7. Proofread the draft.
8. Have at least one other person read it, proofreading for errors and offering suggestions for greater clarity. We will have a peer review session (either online or in class) so that you can get some valuable feedback from your peers☺
9. Submit your draft as an attached file that is Microsoft Word-compatible.

DEADLINE

Your draft is due at the date and time announced in the course syllabus. Will late papers be accepted? Yes, but with three consequences. First, late points will be deducted from the score (2 points for every day late). Second, the paper will lose its place in the queue, meaning that it languishes until I have finished reading all the other papers (Other students should not get their feedback late because one of their classmates was late). Third, your second draft is due six days from when the first draft was due, rather than six days from when you receive the first draft back. In short, get it done and submitted on time.