**Research Project Organizer**

**Adapted from Barbara Jansen**

*You will need to print this form before exiting the page.*

|  |  |
| --- | --- |
| Name: |  |
| Today's date: |  |
| Class: |  |

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| **Big6 #1 Task Definition** |
| Determine a purpose and need for information—What am I supposed to do? |
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| --- | --- |
| **What information do I need in order to do this? (Consider listing in question form.)** | |
| You will most likely find interesting additional information as you use the resources. List below information that you feel you need to know at this time. | |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |
| 6. |  |
| 7. |  |
| 8. |  |
| 9. |  |
| 10. |  |

|  |  |
| --- | --- |
| **Big6 #2 Information Seeking Strategies** | |
| Examine alternative approaches to acquiring information. List the best sources to find this information. Don't forget traditional print and human sources as appropriate. | |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |

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| --- | --- |
| **Evaluate sources for relevance, currency, accuracy, and authority?** | |
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| **Big6 #3 Location & Access** | |
| Locate sources and access the information within them—Where will I locate these sources? | |
|  | school library |
|  | public or university library |
|  | personal library |
|  | provided by my teachers |
|  | Internet |
|  | other: |

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| **If using a search engine list likely key words.** | |
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| **Big6 #4 Use of Information** | |
| Use a source to gain information—How will I record the information that I find? | |
|  | take notes using cards or electronic note cards |
|  | take notes on notebook paper |
|  | take notes using a word processor ([Microsoft Word form](http://library.sasaustin.org/NoteTakingForm.doc)) |
|  | illustrate concepts |
|  | use a tape recorder, video, or digital camera |
|  | other: |

|  |  |
| --- | --- |
| **How will I give credit to my sources?** | |
|  | use the [Quick Guide](http://library.sasaustin.org/worksCited.php) or for information on citing sources and on using footnotes and preparing a Works Cited or Bibliography page |
|  | Go straight to [Citation Machine](http://citationmachine.net/) |

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| **Big6 #5 Synthesis** | | |
| Integrate information from a variety of sources—How will I show my results? | | |
|  | written paper | |
|  | [oral presentation](http://library.sasaustin.org/presentationGuidelines.php) Click for Presentation Guidelines | |
|  | multimedia presentation |  |
|  | performance |  |
|  | other: |  |

|  |  |
| --- | --- |
| **How will I give credit to my sources in my final product or performance?** | |
|  | include a written bibliography |
|  | after the performance or presentation, announce which sources I used |
|  | other: |

|  |
| --- |
| **Materials I will need for my presentation or performance (list, separating by commas)** |
|  |
| **How much time do I estimate it will take to find the information and create the product?** |
|  |

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| --- | --- |
| **Timeline for assignment** | |
| Ideas for project (task definition) completed by: |  |
| Information searching (note taking) completed by: |  |
| First draft due: |  |
| Completed assignment due: |  |
| **Include here any additional information needed to successfully complete the assignment:** | |
|  | |

|  |  |
| --- | --- |
| **Big6 #6 Evaluation** | |
| Before turning in my assignment, I need to check off all of these items (on the printed Organizer): | |
|  | what I created to finish the assignment is appropriate for what I was supposed do in Big6 #1 |
|  | the information I found in Big6 #4 matches the information needed in Big6 #1 |
|  | credit is given to my sources, written in [standard citation format](http://library.sasaustin.org/worksCited.php) |
|  | I am in compliance of [copyright laws](http://library.sasaustin.org/copyright.php) and fair use guidelines |
|  | my work is neat |
|  | my work is complete and includes heading information (name, date, etc.) |
|  | I would be proud for anyone to view this work |
|  | |
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