

Name _____

Checklist for the final copy of the I-Search research paper

Format of the final copy

Use Arial, New Times Roman, or Calibri only; no informal fonts allowed!

Cover page

- Center title
- Must have MLA information in the bottom *Right* Corner
 - Your name
 - Mrs. Jauch
 - English 9
 - Due date written like this: 20 December 2016 (day, month, year without abbreviations and punctuation).

Part I: **The Search Story** (use 12 font)

- Do not underline
- Begins right after the title page
- Must have last name and page 1 in the top right corner (pagination)
- Is double spaced
- Use one inch margins
- Begins with: The Search Story: **What I know**

Part II: (use 12 font)

- DO NOT BEGIN A NEW PAGE! Maintain double spacing throughout....no breaks in the text.
- Part II is titled: **What I Want to Know or What I Need to Know**
- Continue pagination

Part III ONLY requires an outline but is submitted separately; it is not attached to the paper, therefore it will not have a part/section number.

Part III: (use 12 font) **this part REQUIRES 5 sources minimally**

- Continue with narrative voice
- Use the title: **The Search Results, and then, ADD your own title which is a question**
- Begins right after part II
- Must have parenthetical documentation for **BOTH** paraphrased and directly quoted information.
- Must be 4-5 pages, do not exceed five pages; however, the pages may be extended if the interview is incorporated. Some students opt for a whole separate section titled, The Interview.

Part IV: **The Interview**

- Most of the interview section will be paraphrased, but must include the questions, and quotes from the interviewee.
- Do not exceed 2-3 pages

Part V: **The Search Reflection**

- Begins right after the Interview section
- If the interview is embedded, i.e. it's part of the Search Results, there won't be a separate section, and The Search Reflection will actually be part IV.
- Do not exceed two pages
- This is where you describe your experience with this project

Part VI (or V) **Works Cited**

- This page is separate
- Double space
- Alphabetize
- Paginate
- Follow MLA formatting
- submit a **Works Consulted** section or page for anything that was read, but not actually documented, cited in the paper.

THE OUTLINE

- **Only on the research section III**
- Follows the *Harvard Style* with the thesis written at the top of the page
- Check online sources for accurate templates.
- The typed outline will be the first page (on **top**) of the all the papers collected on the **right** side of two pocket folder.

- **All of the ROUGH DRAFTS, EDITS, REVISIONS, and annotated material MUST BE SUBMITTED to receive a grade on this project.**

All work **MUST BE SUBMITTED ON THE DUE DATE---NO EXCEPTIONS.**

Directions for **submitting** this project are specific:

Put **all** the articles, rough drafts, edits, and rewrites in the **RIGHT side** of a two pocket folder. Put the **typed** outline on top.

Put the final, **stapled** I-Search paper (all by itself) in the **LEFT pocket**.

