

Course title: Methods of Research.

Year: 3rd Year.

Semester: 2nd semester 2021/2022.

Week one: Introduction to the Research Paper Process

What is meant by a research paper?

Why do we need to conduct a research paper?.

Types of research papers.

The main steps of writing a research paper.

Week two: Choosing and Narrowing a Topic

Choosing and narrowing a topic:

Steps in choosing and narrowing a topic:

Choosing the topic and evaluating it:

How to find your topic?

Narrowing the Topic:

How to narrow the topic?

Example of progression from broad topic to narrow topic.

The thesis statement:

Why do you need to have a thesis statement?

Parts of thesis statement:

Examples of thesis statement:

Week three: Choosing and Narrowing a Topic (Developing a Thesis Statement)

The thesis statement:

Why do you need to have a thesis statement?

Parts of thesis statement:

Examples of thesis statement:

Week four: Identifying Sources -1

The library:

Reference Section.

Reserve Section.

Periodical Section.

Microfilm and Microfiche Section.

Week Five: Identifying Sources -2

Finding Books:

The Card Catalog:

Types of cards:

Classification Systems:

Bibliography Cards for Books:

Week six: Identifying Sources -3

Finding Periodicals:

Bibliography Cards for Periodicals:

Other sources

Week seven: Evaluating your Sources and Taking Notes-1

Evaluating the usefulness of the collected sources:

Taking Notes:

The Traditional System:

The Copying Machine System:

Week eight: Evaluating your Sources and Taking Notes-2

Quotation note card:

Paraphrase note card:

The summary note card:

Mixed quotation and paraphrase or summary note card:

Evolving a working outline:

Week nine: Some Fundamentals of Writing: The process and the Product

Lecture Outline:

The Writing Process:

Prewriting:

Writing:

Rewriting:

The Parts Of The Paper:

The Overall Organization:

The Introduction:

The Body-The Main Points:

The Conclusion:

Week ten: Using Research Material

When To Quote:

Criteria For Quoting:

When Not To Quote:

How Much To Quote:

How To Integrate Quotations, Paraphrases, And Summaries:

Framing Research Material:

When To Frame:

Plagiarism:

Week eleven: The Finished Product: Format Conventions

Presenting Quotations

Quoting Prose

Short Quotations

Long Quotations

Quoting Poetry

Short Quotations

Long Quotations

Altering A Quotation

Omitting Words

Adding Words

Adding Words

Adding Emphasis

Verifying Quotation Accuracy

Altering Final Punctuation

Punctuation With Quotation Marks

Other Format Conventions

Typing/Word Processing

Paper

Cover Sheet

Margins And Spacing

Numbering Pages

Headings

Fastening The Paper

Corrections

Documentation

Week twelve: Parenthetical Documentation

Parenthetical Documentation System

Parenthetical References

Basic Content

Basic Forms

Streamlining Parenthetical References

Placement In Text

Notes With Parenthetical Documentation

Week thirteen: Parenthetical documentation, work cited, documentation with notes, other documentation styles

Typing format.

Margins and spacing.

Numbering pages.

Types of notes.

Citing works within your research paper.

Writing entries in your bibliography page:

Bibliography.

The Bibliography Page.

Week fourteen: Illustrations:

Illustrations:

Kinds of illustrations:

Tables:

Figures:

Successful illustrations