

جامعة الانبار

كلية التربية للعلوم الانسانية

قسم اللغة الانكليزية

اسم استاذ المادة: أ.م.د. علاء اسماعيل جلوب

المرحلة: الثالثة-صباحي

اسم المادة باللغة العربية: طرق البحث العلمي

Methods of Scientific Research

المحاضرة السابعة

ألفصل الرابع: تقييم المصادر وجمع ملاحظات منها-1

Chapter Four

Evaluating your Sources and Taking Notes-1

Lecture Outline:

Introduction:

Evaluating the usefulness of the collected sources:

Taking Notes:

The Traditional System:

The Copying Machine System:

Introduction:

- When you prepared a list of sources (book and articles), the next step includes two sub-steps;
 - Evaluate your sources in term of their usefulness
 - Take notes on them.

Evaluating the usefulness of the collected sources:

To evaluating the usefulness of the collected sources, you need to distinguish between **primary sources and secondary sources**.

- **Primary sources** are the original sources that present basic facts on your topic. For example books written by Vygotsky about social constructivism. One advantage of primary sources is that you get the “unfiltered truth”. “Unfiltered truth” may represent disadvantage point for primary sources as the research have to do all the spadework; i.e., the selecting, the filtering, the evaluating, the analyzing by himself.
- **Secondary sources** are those sources that presents secondhand facts on your topic. It used primary sources or even secondary sources as its basis. Articles or books about Vygotsky’s social constructivism.
- In scientific fields, modern sources are considered primary sources.
- The recommendation is to find as many primary sources as you can. You can also make interviews with some experts near you. Then, look for secondary sources too. Each type has its strengths and weaknesses and each type can help you evaluate the other type. Details from primary sources can help you determine the value of secondary sources; the secondary sources can help you understand the primary sources.

Relevant materials and reliable materials:

Relevant materials are those materials that have something significant to do with your topic. To make sure the materials are really relevant to your topic, you need to check the table of content, index, the introductory material (the preface, author's introduction or foreword). They can tell you something about the content covered in the book and the author's intent.

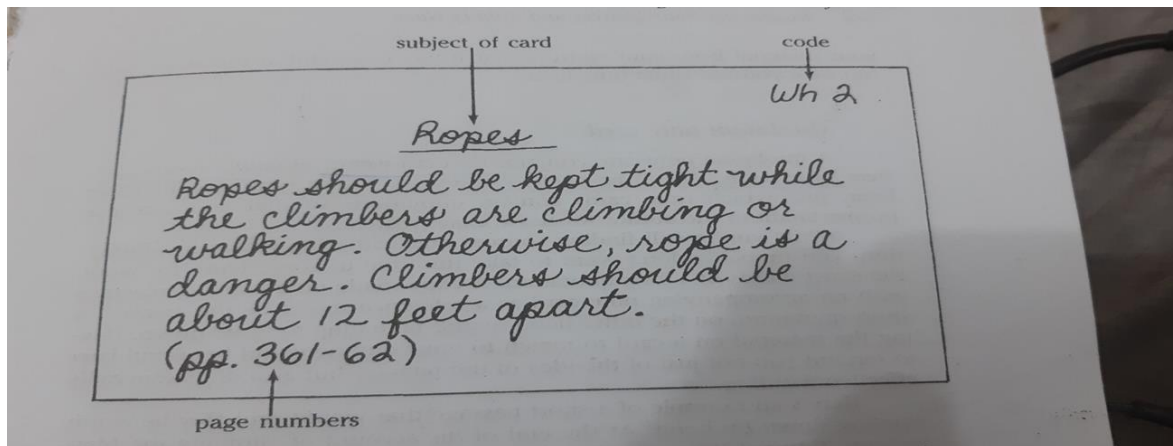
Reliable materials are the type of materials that you trust their authors and their content. Some printed materials do not present something convincing to you. Accordingly, the tone of the book, the personality the author projects raises questions.

Taking Notes:

After you find and evaluate your research sources, the next step is to keep track of them. You can do this by taking notes from them as human beings have too limited memory. Taking notes is of two types; traditional system by using note cards, and the copying machine system. These two systems will be explained in the next slides.

1- The Traditional System:

It is devised before the invention of the copying machine. You can use either 4*6 or 5*8 index cards as they are easy to handle and to rearrange. You can easily match their content with the sequence of the sections in the research outline.



- The **(subject)** of card helps you keep your cards organized when you are writing and arranging your research sections and subsections.
- The **(code)** is a handy way to refer to your bibliography card looking for possible sources.
- The **(page number)** helps you locate where in the source you found this piece of information.
- You also need to keep track of the type of information you got, is it quotation, paraphrasing, summary or a mixture of these.

Quotation is the exact words of a source. You have to enclose the quotation by quotation marks.

Paraphrase is a restatement, in your own words, of the words in a source. Usually, a paraphrase follows the original organization sentence by sentence. Most times, paraphrases are fairly short.

Summary is something like a paraphrase: it restates the original in your own words. But a summary also condense (summarizes), so it's shorter-sometimes considerably shorter- than the original.

Mixed quotation and paraphrase/summary is a mixture of the words from the source and in your own words. Sometimes, you want to summarize or paraphrase a passage but some of the author's words are so good you want to quote them. So you do both: paraphrase (or summarize) and quote. (And you put quotation marks around any quoted material).

2- The Copying Machine System:

Suppose you are reading an interesting article that looks useful for your paper. Should you stop and take notes, thus interrupting your train of thought? If you do stop, and particularly if you stop frequently, you may have trouble staying with the main ideas of the article and get lost from the constant stops and starts. If you don't stop to take notes, however, you may permanently forget that small but significant point you just read. If the last paragraph seems to describe you, you might consider this method. When you find an article that looks worthwhile, make a copy of it. Then, as you read it, use a highlighting pen to mark anything you want to be able to refer to later. Be sure when you copy the article that you have complete bibliographic information (just write it on the front page of the copy you make).

- For a book, simply copy the pages you find useful and then highlight the parts you wish to remember. Please do not ever highlight the library copy (a practice which would be rude and probably is illegal, or should be).
- Both the traditional system and the copying machine system can work. The "system" that doesn't work is doing some random reading combined with misplaced confidence in human memory.