

Research Checklist

Before going to specific history research institutions or conducting interviews, you must have a solid idea for the direction of your topic. That direction may change as you get further into your research. This checklist will help you build a foundation for your research.

When all of the items below are checked AND you have used at least five secondary resources, then you can schedule an appointment for a visit or an interview.

At any point during the checklist, you can ask your teacher, advisor, or the NHD coordinators for assistance.

1. ___ Get a notebook in which you will keep all your information.
2. ___ Choose a *specific* topic. Be sure your topic relates to the annual theme and that sufficient information is available on the topic.
3. ___ Write a thesis statement. If you do this correctly, it will take some time. Your thesis statement should summarize your entire entry. Put it at the top of every page and remember it. Here are some questions to guide you.
 - a) What will be your core idea for your research?
 - b) If the topic is controversial, can you research both sides and defend your position?
4. ___ Write about 5-6 questions you will answer through research. These should be open-ended (**NOT** yes/no) questions, which can be answered as you put together good information.
5. ___ Do *preliminary* research about the topic. Limit the amount from the internet! The Internet is actually better for *primary* sources *after* you do your basic research.
6. ___ Take notes and make photocopies of information that you use. Remember that you will write a bibliography. Keep a complete list of the information from all sources that you use. It will be much easier if you have the information in case you need to double check the information.
7. ___ Visit your local public library. If they don't have the books you need, they can be ordered through interlibrary loan.