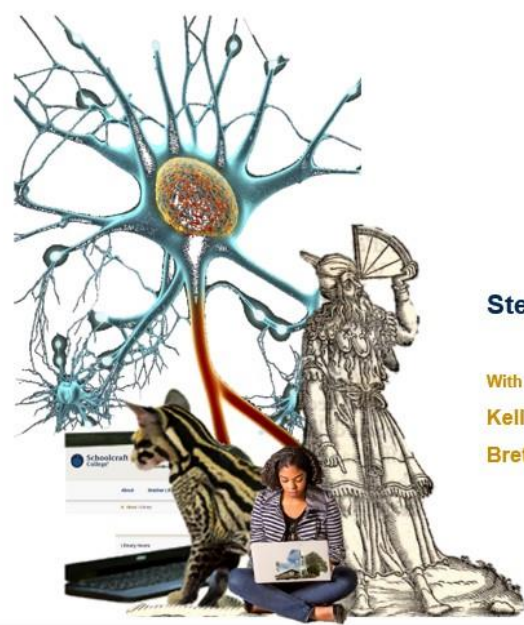




**A Skillful Approach to College Research:
Schoolcraft College Edition**



Steven L. Berg, PhD

**With Contributions from:
Kellie Riddell, PhD
Brett Griffiths, PhD**

**A Skillful Approach
to College Research:
Schoolcraft College Edition**

A Skillful Approach to College Research: Schoolcraft College Edition

Steven L. Berg, PhD

With Contributions from

Kellie Riddell, PhD

Brett Griffiths, PhD



Ehipassiko: Encouraging Investigation

2024

Copyright © 2024 Steven L. Berg

ISBN for Paperback Edition 978-1-962024-06-8
There is no ISBN for this e-book version.

Front Cover:

The cover of the book incorporates an image of Ptolemy from Giordano Ziletti's *Clavdio Tolomeo Principe de Gi Astrologi, et de Geofi* (1564) with and image of a student doing research on her computer and the ocelot doing research on a computer were created by DALL E 2. The neuron in the background was created by Humpty22 and released on Pixabay.

Back Cover:

The author image was taken by Rena Laverty.

In the spirit of Open Educational Resources (OERs)
we have priced the paperback edition of
A Skillful Approach to College Research: Schoolcraft College Edition
at cost of production.

Neither the author nor publisher
receive royalties or other compensation from the sale of this book.
Free .pdf and Microsoft Word files of the book are available on our website.

<http://ehipassikopress.org>

A Skillful Approach to College Research
is licensed under a Creative Commons Attribution-NonCommercial-Share
Alike 4.0 International License.

***A Skillful Guide to College Research: Schoolcraft College Edition* is
neither endorsed by nor affiliated with Schoolcraft College.**

Dedicated To

Alexa Azzopardi

And the other librarians who work so diligently with students.

Jason Kane

Rena Yuzon

And the other staff who students never see but who play such a crucial role in both their success and our success as faculty members.

Jackson Knapp

And the other students who contributed to this book and will benefit from it.

Table of Contents

Acknowledgements	xi
Introduction	1
“My Students Write Boring Papers” [and are Bored Writing Them].....	7

Before You Begin

Having Free Resources Online Isn't Always a Good Thing.....	11
A Note on Reading Strategies	13
Predicting	16
Limitations of Artificial Intelligence	19
Evaluating Research	21
Annotate Sources	26
Writing to an Author	29
When Life Gets in the Way	30

Getting Ideas

Don't Pick Thesis First.....	35
------------------------------	----

What Interests Me?	38
Selecting a Research Topic You Value	39
You Are What You Research	45
Relating Your Interests to Your Assignment	46
Relating Your Major to Your Assignment.....	51
Consulting Artificial Intelligence.....	52
Reading Articles in Wikipedia	55
Using In-text and Parenthetical Citations.....	57

Research Strategies

Research Strategy #01	
Locate Internet Sources	61
Research Strategy #02	
Consult a Librarian	67
Research Strategy #03	
Locate Books	70
Research Strategy #04	
Locate Electronic Books.....	78

Research Strategy #05	
Locate Journal Articles	84
Research Strategy #06	
Locate Google Books	96
Research Strategy #07	
Locate Newspaper Articles	105
Research Strategy #08	
Locate Americans with Disabilities Act (ADA) Compliant YouTube Videos	112
Research Strategy #09	
Locate Internet Sources Not Written in English.....	120

Epilogue

My Students Don't Write Boring Papers [And are Not Bored Writing Them].....	133
--	-----

Appendix 1:

Proper MLA Format for a Research Paper

First Page of an MLA Research Paper	137
Works Cited List for an MLA Research Paper.....	138

Appendix 2:

Proper APA Format for a Research Paper

Title Page of an APA Research Paper	141
Abstract Page for an APA Research Paper	142
Body of an APA Research Paper	143
Reference Page for an APA Research Paper.....	144

Jackson Knapp entered my life as a dhamma friend. We bonded over cups of coffee at Café Even before expanding our interactions outside of the café. As a fellow research geek, he patiently listened to me drone on about the progress of this book and other research projects. While it was still in manuscript form, Jackson was the first student to read *A Skillful Approach to College Research* and to apply the content to his own college courses. His feedback and encouragement is invaluable.

Kellie Riddell is a colleague at Schoolcraft College who offered to provide editorial assistance. Her comments on *A Skillful Guide to College Research* included reflections on her own experiences as a professor of English, reflections that I have incorporated throughout the book. While reading her comments you will develop your skills as a researcher. Furthermore, as you observe how Dr. Riddell and I interact with each other, you will gain insight into metacognition, the process of thinking about thinking. Dr. Riddell's efforts exceeded the expectations one has of an editor. She became an important contributor to this book.

As always, there are Jessica Worden-Jones, Kim Lark, and Josselyn Moore who are colleagues and friends. Steven Fischer continues to play his role supporting my writing and research.

Since she joined the faculty at Schoolcraft College in January 2023, Dr. Brett Griffiths has facilitated my growth as a professor, writer, researcher, and publisher. Her work in these areas is exemplary and she provides resources and encouragement so that I am always developing my skills. I was delighted that she found time to edit the Schoolcraft College Edition of *A Skillful Guide to College Research*. As I did with Dr. Riddell, I have incorporated many of Dr. Griffiths comments into this book. One that you will not see, but from which you will benefit is “In the long run, adding visuals may be helpful to students.” I added illustrations from the draft Dr. Griffiths read and will be preparing more visuals for later editions.¹

Professor Helen Diturous, another Schoolcraft College colleague, developed a clear explanation for writing six sentence annotations that help students summarize their source, evaluate their source, and reflect on your source. I have been using her approach with my students for years and I'm grateful that she has allowed me to include the strategy in this book so that you can benefit from them, too.

¹ Why not add more visuals before publishing this edition? The issue is time. We want to have this book available to Schoolcraft College students in time for their Winter 2024 semester. We simply don't have the time to add many visuals if we are going to meet this deadline. As I discuss elsewhere in the book, there is always a next step to improvement. If you have ideas on how to improve the next edition of *A Skillful Approach to College Research: Schoolcraft College Edition*, please email me at info@ehipassikopress.org.

Several individuals from Schoolcraft College reviewed portions of the manuscript and provided information on Schoolcraft College services to include in it: Wayne Pricer and Kristin Keys (librarians), Jessica C. Pettifurd (Disability Support Services), Nicole Wilson-Fennell (Dean of Students / Student Support Services), and Jessica Worden-Jones (Service Learning).

Ilhan Berberoglu, the owner of Café Even in Farmington Hills, Michigan has created a place that facilitates discussion with dharma friends every Saturday morning as well as a place to read, write, think, and relax at other times. Through his kindness, he has been a strong supporter of my work as both author and publisher.

My Schoolcraft College colleague Rena Laverty took the author photo that is used on the back cover. I value the time we are able to work together to promote student success.

I am grateful to the following students who read sections of the book and provided insightful feedback: Ning Zhu, Cayden Cheng, Angelo Debate, Sean N. Hurley, Sydney Shearer, David Castaneda, Grace E. Hofner, Sophia R. Twinn, Fiona E. Koenigh, Sam Cox, Melissa Mitchell, Andrew P. Thorton, Leena Salman, Emilio Guzman, Jensen S. Parker, Paulo Dias, Timothy M. Morris, Andrew B. Hetman, Savanna C. Walker, Noah Joseph, Cole Anderson, Merian Buell, Gabby A. McConnell, Joseph Macias, Samuel LaFave, J'taysia L. Harris, Olivia L. Rusnak, Alex F. Musharbash, Brennen Pinta, Danish Chaudhry, Gavin Crosby, Carter J. Gale, Lay A, Fares, Annika Kesteloot, Kyrian N. Smith, Yuliana Carrillo, Elena Ferman, Jai'la Baker, Jade A. Judeh, Rowan C. Marshman, Scot A. May, Reem Saleh, Omar Fawzi, Amir S. Ghachim, Payton R. Rice, Grace C. Dailidonis, Dylan Horne, Kyle Schmunk, Richmond O. Anumodu, Ben P. Semple, Genna L. Wilson, Charlotte Reno, Tom Arthur, Gabby Marcoux, Kaniaha M. Abney, Kelly K. Coopstadt, Monica D. Brown, Luke D. Yarrington, Branden Hall, Jonah H. Payne, Sophie Phillips, Alexis Bommarito, and Jacob A. Ratcliffe.

I am grateful to the following artists who released their creations on Pixabay which allowed me to use it in this book: geralt, Humpty22, ColiN00B, Enlightening_Images, ar130405, jarmoluk, sergei_spas, Mohamed_hassan, johnhain, SCY, Alexandra_Koch, viarami, Pexels, and MemoryCatcher.



Image by geralt and released on Pixabay.

Introduction

Too often, writing a research paper or completing a research project for a class becomes a performative exercise where both you and your professor simply go through the motions. A paper is assigned. A paper is written. A paper is graded. Done. We can check off the box for that course requirement. Such an approach to research is boring and a waste of your time. You put in the effort but don't really learn anything.

A Skillful Approach to College Research is designed not only to help you learn research strategies, but to use those strategies to locate materials that are interesting and meaningful to you. A bonus of incorporating a variety of sources into your research is that it could likely result in a higher grade.

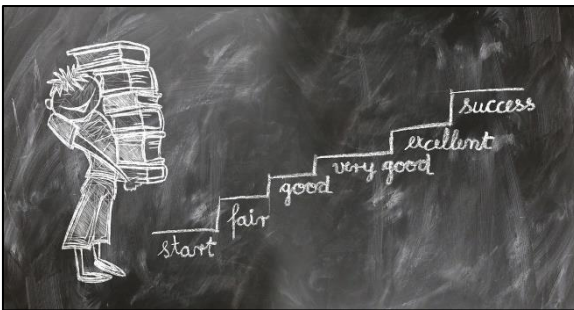


Image by geralt released on Pixabay.

Before You Begin

Are there strategies for learning material better? Of course there are, and some of them are covered in the first section of the book. Can you say that you have read an article—or even a book—if you have only read one

paragraph? If only one paragraph is relevant to your research, the answer is “Yes.” But how do you know that this paragraph or entire article or book is quality? Even though the focus of *A Skillful Approach to College Research* is on the nine research strategies covered later, the general guidelines are provided in this section will help you select, effectively read, and remember the content of your research.



Image by geralt released on Pixabay.

Getting Ideas

Begin with a problem and a passion, NOT with the argument you want to prove. Too often, I have seen my students sabotage any enjoyment they might have while doing research because they don't take the time to select an interesting research topic. Even if a topic is assigned to you, there are still ways that you can make it your own. If you just pick the first topic that jumps into your head, you are setting yourself up to be bored. The same can be said if you don't consider the subject matter in relationship to your previous research and interests. The second section of the book helps you choose a topic that is meaningful to you.



Image by geralt released on Pixabay.

Research Strategies

This book includes nine research strategies.²

1. Locate Internet Sources
2. Consult a Librarian
3. Locate Books
4. Locate Electronic Books
5. Locate Journal Articles
6. Locate Google Books
7. Locate Newspaper Articles
8. Locate Americans with Disabilities Act (ADA) Compliant YouTube Videos
9. Locate Internet Sources Not Written in English

² When she read the draft of *A Skillful Approach to College Research: Schoolcraft College Edition*, Dr. Brett Griffiths asked, “Have you considered adding informal research strategies--queries to those in the field? Email? Following experts on social media?” The answer to her query was “Yes. I did consider it.” But I decided to limit the book to the more traditional academic strategies. Part of this decision was made because of time restraints. We wanted this book available for Winter 2024 classes and did not have time to introduce a section devoted to these strategies, some of which are mentioned in the book. Even before it is published, we know that there will be a second edition of the book that will incorporate feedback from those who used this edition. I expect that we will expand the strategies mentioned in second edition. If you have suggestions I should consider for the second edition, please send them to info@ehipassikopress.org.

When Dr. Kellie Riddell, a colleague of mine at Schoolcraft College, provided editorial comments on this book, she wrote “I’m wondering about calling these ‘research strategies.’ I always think about research strategies as more ordinal (start here and end there), but any of these could be used at any stage of the process.”

For Dr. Riddell, a research strategy would look more like this:

1. Brainstorming a topic and throwaway thesis
2. Initial research and solidifying thesis
3. Reviewing the literature (either as an annotated bibliography or something more informal)
4. Finalizing thesis
5. Outlining
6. Supporting key elements of outline with research during the drafting process
7. Redrafting

I would argue that each of the nine strategies I define in this book is ordinal in that you will start at the beginning of the strategy and then follow the steps to the end. Yet, I appreciate Dr. Riddell’s concern because I can imagine a student assuming that *A Skillful Approach to College Research* is a single strategy. They might incorrectly believe that if they start at the beginning of the book and follow the content in order that they will be successful. That is not how research—nor this book—works.

Part of why research is so exciting is because it is messy and does not follow a linear path. Research requires us to simultaneously work with different strategies—as I use the term—while constantly re-evaluating our approach to the subject matter. I am mindful of Dr. Riddell’s feedback that “published in linear fashion, I worry we need to think more about the organization of each section and fill in some gaps that students might not be able to bridge on their own.” Yet, after reading her thoughtful feedback, I decided to keep the linear format even though the book is not a step-by-step guide to writing a research paper.

I am sharing Dr. Riddell’s concerns because I think that knowing them might help you better appreciate what *A Skillful Approach to College Research* is and is not. I also want you to see an aspect of research writing that is often hidden from students, the fact that good writers are good because they rely on editors. While they might not always make changes suggested by the editor, they seriously consider the suggestions. Throughout the book, I have made many changes suggested by Dr. Riddell.

Before leaving this discussion of Dr. Riddell's thoughts on the use of the word "strategy" as well as organizational concerns, I want to share one additional comment she made: "I would be curious to hear what your students are saying (as they know their own experience better than I do), but I worry we could be doing more to help them navigate the journey of research writing from brainstorming to execution." I am curious, too. If you have thoughts on how to improve *A Skillful Approach to College Research*, please send me an email. I will pass your thoughts on to Dr. Riddell and use them to improve future editions of the book.

Now that I have discussed Dr. Riddell's insights, I will return to the question of whether you should use all these strategies in each of your research projects. Most likely not. Nor are all these strategies equally effective for all projects. For example, you will not be able to locate books and peer reviewed journal articles on a current event.

Even though some of these strategies might not be effective for a particular type of assignment, I require the students in the introductory writing and history courses I teach, to find sources using all of them. That is, in part, because I am a research geek. More importantly, I know that my class is one of the few places where my students might be introduced to a particular strategy that will help them on a future project in a future course. I would encourage you to do the same. Try all the strategies so that you learn the benefits and drawbacks of each. Don't reject a strategy because you don't think it will be helpful to you.

I am interested in learning new strategies to apply to my research as well as personal life. For example, during the past year I have investigated how to incorporate artificial intelligence as a research strategy for my writing. In fact, two pages of this book were written by ChatGPT.³

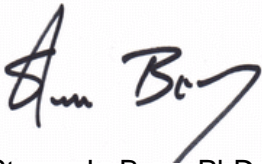
Unfortunately, it is too easy to reject strategies before trying them. Let me cite an example from my personal life to illustrate this point. In his "The Simplicity of Buddha,"⁴ Luang Por Pasanno suggested a meditation strategy that can also reduce stress. I immediately decided that the strategy was unworkable for me. But then I decided I should at least give it a try. And you know what? The strategy actually worked. I now use it frequently.

³ The Chat GPT content is found in "Consulting Artificial Intelligence" where it is clearly labeled as having been created by artificial intelligence.

⁴ Pasanno, Luang Por Pasanno. "The Simplicity of Buddha." 2005. *Beginning Our Day*, vol 1, Abhayagiri Buddhist Monastery, 2015.

I have seen students who decide that trying to find journal articles is “too hard” and that they just want to continue using the internet searches with which they are comfortable. They only relented to finding some journal articles in the Schoolcraft College databases because I forced them to do so. To their surprise, many of these students discovered that it can be easier to find quality sources in the college’s databases than it is to use the internet search strategies they had been more comfortable using.

A Skillful Approach to College Research is not designed as a comprehensive guide to researching and writing a college level research paper or project. Instead, it is a guide to introduce you to nine effective research strategies that you can use to make your research assignments more enjoyable. By playing with the nine strategies, I trust that you will make interesting discoveries about your topics while earning higher grades.

A handwritten signature in black ink that reads "Steven L. Berg". The signature is stylized, with the first name "Steven" written in a cursive-like font and the last name "Berg" in a more blocky, slightly cursive font. There is a long, sweeping underline that extends from the end of "Berg" across the bottom of the signature.

Steven L. Berg, PhD
Professor of English and History
Schoolcraft College
sberg@schoolcraft.edu
January 2024



David Martin's portrait of James Russell, Professor of Natural History at Edinburgh University with his son James Russell. (1769)

"My Students Write Boring Papers"

[And Are Bored Writing Them]

For years before they retired, at the end of every semester, a colleague would complain about the boring papers their students submitted and how much they hated reading them. I was always tempted to respond, "If the papers are so boring, why don't you give more interesting assignments?"

Unfortunately, my former colleague was not really interested in having students write more interesting papers. That would have required some minimal effort on his part. Even minimal effort was too much to ask, especially if this person could blame their students for his failures.

I have no evidence on which to base this conclusion, but I am sure this professor's students were equally bored with their papers. That is too bad because research can be such an exciting path to discovery.

At the same time my colleague was complaining, I was reading interesting papers written by students who were excited by their research. This is not

because I gave exciting prompts. Actually, my assignments themselves are pretty dull. Typically, in my English composition classes, I simply ask students to “Write a college level paper of a certain word count.” In my history classes, students can pick any topic they desire that is rooted in our historical period.

The Path to Enlightened Research

The difference between my assignments and the assignments my colleague gave is that I lead students down a research path that opened doors to discovery. *A Skillful Approach to College Research* follows the general path I provide. I say “general path” because we take different approaches to different topics. Not all the strategies will apply equally to all research. And some might not be used at all for a particular research assignment.

In a book I wrote on addiction recovery, I contrasted the steps of Alcoholics Anonymous and the Noble Eightfold Path which serves as the basis for Recovery Dharma.⁵ The steps in AA are designed to be worked in order. The Eightfold Path is different in that its “steps” are worked simultaneously. In this book, I will present a series of research strategies and will write about them as if they build on each other. They don’t. Effective researchers use them simultaneously.

Allow me to cite an observation made by my Ajaan Pannavaddho about what he calls the Buddhist method, a method found in the Noble Eightfold Path:

The whole of Buddhism is a method. You can adapt the method to your own needs. You needn’t practice exactly according to what the books say. Being a method, the Buddha’s teaching is not itself an absolute truth. It is true as far as the world goes, but absolute truth is something utterly beyond. ... The books are just the bare bones. It’s your job to put the flesh on them.⁶

When I teach my students the path to effective research, I am teaching them a method. But it is a method that will vary according to the student and the research project.

As you work through this book, you might learn the strategies in the order they are presented. But, once you know them, you will work them simultaneously in your research projects.

⁵ Berg, Steven L. *Addiction Recovery Through Buddhist Wisdom: A Dharma Recovery Journal*. Ehipassiko Press: Farmington Hills, MI, 2023. p. 152. Alcoholics Anonymous is not specifically mentioned by name in this passage.

⁶ Silaratano, Ajaan Dick. *Uncommon Wisdom: Life and Teaching of Ajjaan Pannavaddho*. Forest Dhamma Publications. Lexington, VA, 2014.

New York-Paris Auto Race. Times Square, New York.



Thomas (American)

Moto-Bloc (French)

Zust (Italian)

Ready to start February 12, 1908.

Before You Begin

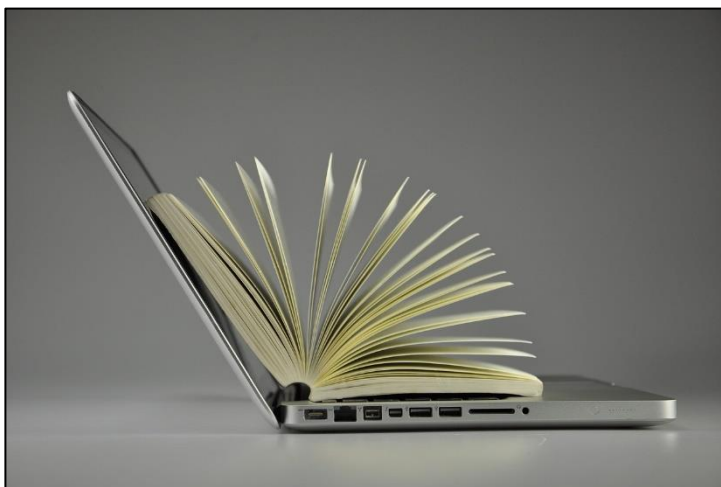


Image by SCY released on Pixabay.

Having Free Resources Online Isn't Always a Good Thing

What does it mean to publish an Open Educational Resource (OER)? Generally, authors of Open Educational Resources offer their books and other materials for free. Often, they allow others to modify and redistribute their resources for non-commercial purposes.

Many of my colleagues and I like OERs for the same reason that you do. They don't cost anything!

I think that you would agree that not having to pay for a textbook is a good thing. But there is a downside in asking students to access course materials through Blackboard or on the internet.

What could be the problem with free stuff? Studies suggest that there is "a significant advantage for reading in print on students' recall of key points and other relevant information but not the main idea."⁷ The problem is that people

⁷Trakhman, Lauren M. Singer, Patricia A. Alexander, and Lisa E. Berkowitz. "Effects of Processing Time on Comprehension and Calibration in Print and Digital Mediums." *The Journal of Experimental Education*, vol. 87, no. 1, 2019, pp. 101-115. Academic Search Complete. Accessed 21 Aug. 2022. p. 101.

tend to read faster and less carefully when they read something digitally than when they are reading something in print.

Does this mean that my colleagues and I who use OERs, and other free stuff are setting you up to do poorly when we provide course materials online. Of course not! We carefully design our courses to help ensure that you will be successful. But you need to be aware that because textbooks or other readings are online, you might be tempted to read the required texts--and the directions for assignments--faster than you should. One way to slow down your online reading for better comprehension is to ask the computer to read the material to you. Although this might be especially helpful to a student with ADHD, it is a good strategy for anyone who discovers that they are reading too quickly.⁸ Be aware of the potential problem and be mindful to slow down your reading speed.

Disability Support Services

We provide support for individuals with disabilities.

Disability Support Services

Did you know that students with disabilities can receive accommodations through Schoolcraft College? To obtain services, you must be an admitted student and provide documentation of your disability.

Even if you had accommodations in high school, you must meet with the Disability Support Services (DSS) Office to be able to receive accommodations in your Schoolcraft courses. Once accommodations are officially in place, it will be your responsibility to communicate with your instructors to make them aware of your accommodations, and what ones you want to use in their course. If you do not request accommodations from your instructor, they are not required to provide them.

To learn more about how to schedule an appointment with the DSS Office and the services we provide, please contact us by phone or email. Our contact information is below:

Phone: 734-462-4330

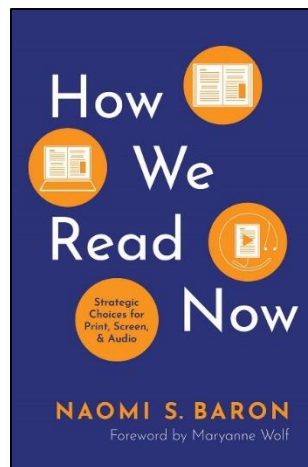
Email: dss@schoolcraft.edu

⁸ Students with Attention-Deficit Hyperactivity Disorder (ADHD) or other disabilities should contact Disability Support Services. Unless you are registered with this office, professors are not required to provide accommodations for you. You can contact Disability Support Services by calling 734-462-4330 or by emailing dss@schoolcraft.edu.

A Note on Reading Strategies

When we stop to think about it, we know that we employ different reading strategies depending on what we are reading and why we are reading it. For example, we read a text message differently than we read a textbook. In doing academic work, the same is true.

In her *How We Read Now*, Naomi S. Baron lists a series of different reading strategies (13).⁹ ¹⁰ Although I would not expect you to memorize this list (I haven't), you should familiarize yourself with these terms. Then, before reading something, consider why you are reading it, what you hope to gain from reading it, and what you hope to learn from reading it.



I make a distinction between what you hope to gain and what you hope to learn. When doing quick internet searches, you are trying to gain ideas and see what has been written in your research area. You are not necessarily trying to learn anything. Learning comes later.

But even when you want to learn something from what you are reading, there are different types of reading. For example, to get an overview of your topic when reading an article in Wikipedia, you will likely do one-off reading. But a journal article on your topic might require intensive reading to understand the points.¹¹ But if you are only interested in confirming the date when something happened, you would scan a text until you found what you were looking for.

The terms below are from Baron. The summaries of them are mine:

- **Skimming:** When you are skimming, you just try to get a quick overview of the material.

⁹ Baron, Naomi S. *How We Read Now: Strategic Choices for Print, Screen, and Audio*. Oxford University Press, 2021.

¹⁰ One of my reviewers correctly wrote “I love [Naolmi S.] Baron, but her approach is also rather limited. She does little to address different ways of reading in the disciplines.” This reviewer was not critical of my use of Baron, but was suggesting that we might want to develop resources for reading in specific disciplines either at our college or through Ehipassiko Press. I mention the comment here because I want you to know that all research—including the excellent work done by Baron—is limited. This is one of the reasons we do broad based research.

¹¹ Finding and using journal articles will be discussed later.

- **Scanning:** You are looking through a text to find something specific.
- **Extensive Reading:** I call this broad-based reading where you consult a variety of sources to get an overview. This is one type of reading you would do while preparing to write a research paper or complete a research project.
- **Intensive Reading:** You read one thing for depth and detail. This is something you might do when studying a primary source.
- **One-Off Reading:** This is where you just plan to read something once as opposed to when you intend to re-read a text more than once.
- **Deep Reading:** This is a type of reading when you are trying to analyze a text. Deep reading is often combined with Linear Reading.
- **Linear Reading:** This is where you read something continuously instead of jumping around as you might while Hyper Reading.
- **Hyper Reading:** This is where you quickly skim and scan and click on hyperlinks. It is a good pre-writing activity to get quick information about your topic.
- **Hyperlinks:** This is where you click on hyperlinks as you read an article published on the internet.
- **Single Text:** This is where you sit down and read one source. When I read Baron's *How We Read*, I began the book and read it from the beginning to the end; not in a single sitting but continuously until I finished it.
- **Multiple Documents:** This is where you are simultaneously reading and consulting multiple texts. For example, while drafting this passage, I was going back and forth between Baron other texts I had open either as print copies or online.

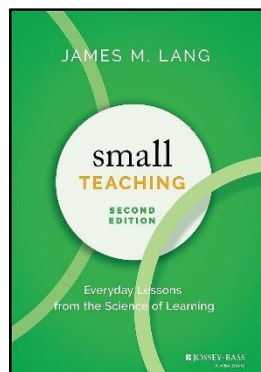
I really like this section and wonder if we should address how building reading skills is growing more important. Short attention spans and skimming online content is causing a lot of harm. Strengthening reading skills means engaging with multiple strategies each day.

Dr. Kellie Riddell

How might knowing about different reading styles assist you in your academic studies?

Predicting

In his *Small Teaching*, James Lang argues that students learn better if they can activate their prior knowledge on the topic being taught. Predicting activates prior knowledge. By activating prior knowledge, students better learn the material covered. One way to do this is through predicting.^{12,13}



Predict Before You Read

Before reading an article or book on your research topic, first predict what you think the author is going to say. Remember that the process of predicting is not to come up with the right answer. Because the purpose is to activate prior knowledge, even if your prediction is wrong, you will still learn the material better if you practice prediction.

Predicting in Other Classes

If you know that your biology professor is going to give a lecture on “Cell Biology,” spend some time *before* class begins predicting what your professor might cover. If you do, you will learn more about what is covered because you have activated your prior knowledge on the topic.

If your philosophy professor assigned a chapter in your textbook on “What is Philosophy?” Spend time to answer the question for yourself before you start the reading.

My advice is that reflections should be in writing. You don’t need your predictions to be formal essays or even complete sentences, but writing down your predictions helps learning.

¹² Lang, James M. *Small Teaching: Everyday Lessons for the Science of Learning*. Jossey-Bass, 2021. p. 28-35.

¹³ When Professor Kellie Riddell read this section, she commented “I lean towards avoiding information that is not directed at our target audience. Could we reframe this intro for students?” Although this book is written for you, I initially wrote this section as if your professor was my intended audience. Most of what I had written was irrelevant to you and has been deleted. The rest has been revised. We all need trusted editors. Your college likely has some type of writing support for students. I encourage you to take the time to have them review your paper before you submit it. They can catch errors you will never see on your own.

Students should absolutely use their own expertise. They should predict hypotheses, and they should test their theories with research and ethical experimentation, and they should embrace it.

Predictive reading will teach students to trust in their own analytical abilities, help reinforce the reading strategies of scanning and skimming, and ask the right questions when engaged in deeper reading and learning.

Dr. Kellie Riddell

Practice Predicting

Before reading one of the articles, you find while doing your research, practice predicting. For this exercise, choose an article for which you need to do extensive reading, intensive reading, one-off reading, or deep reading. This strategy does not provide the same benefits if you are skimming or scanning.

What is the name of the article for which I am using predicting?

What do I predict will be covered in the article?

What was covered in the article?

Am I skeptical of any of the information presented in the article?

Was predicting a helpful strategy for you? Why or why not?



Image by Alexandra_Koch released on Pixabay

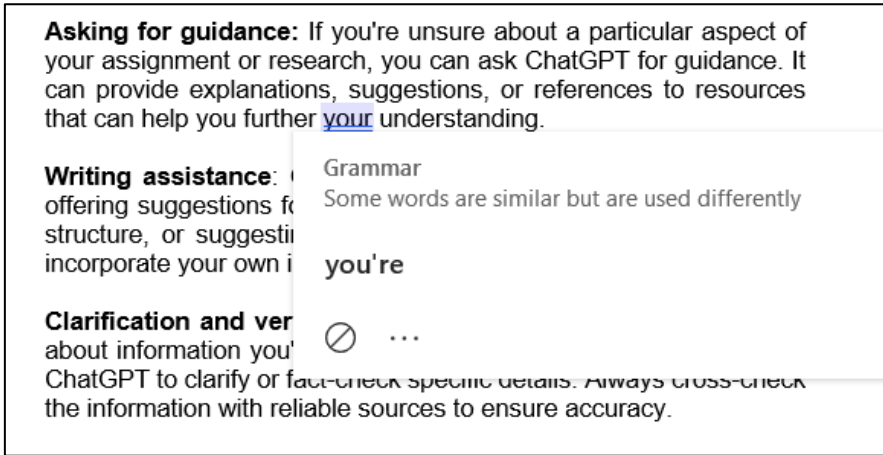
Limitations of Artificial Intelligence¹⁴

We are all used to the frustration of auto correct when we are typing papers or sending text messages. Sometimes the errors are humorous, sometimes embarrassing. But all are the results of artificial intelligence.

We also rely on spell check and grammar check when writing papers. Often, the artificial intelligence provides us with incorrect suggestions. For example, in this passage, which is found later in the book, the artificial intelligence behind Microsoft Word's grammar check suggests that I made a grammar error. I did not.

¹⁴ A reviewer commented, "Here, we focus on the limitations. I wonder if it will be more inviting to use 'possibilities and limitations.'" It is a good point and I considered revising this section under the header "Possibilities and Limitations of Artificial Intelligence." I ultimately decided to incorporate possibilities and ethical uses of artificial intelligence later in the book.


When we use spell check and grammar check, we do not automatically accept what is suggested. We recognize that artificial intelligence provides us with tools, not correct answers.



Asking for guidance: If you're unsure about a particular aspect of your assignment or research, you can ask ChatGPT for guidance. It can provide explanations, suggestions, or references to resources that can help you further your understanding.

Writing assistance: Grammar
Some words are similar but are used differently
offering suggestions for structure, or suggesting
incorporate your own i

Clarification and verification: you're

about information you'  ...

ChatGPT to clarify or fact-check specific details. Always cross-check the information with reliable sources to ensure accuracy.

While recent advancements in artificial intelligence can help improve our writing, we need to be careful not to rely too heavily on it. Without the human element, we can end up with mediocre research that results in mediocre papers that are not interesting to write or to read.



Image by geralt released on Pixabay

Evaluating Research

I once had a very quiet and kind office mate who I had never heard raise her voice until one fateful afternoon when she exclaimed “THEY CITED A FOURTH GRADER!” For their college research paper, my office mate’s student had actually cited the expertise of someone who was about nine years old. Needless to say, my office mate was not impressed. To simply find a source is insufficient.¹⁵

To determine whether a source is credible or not, you should consider the following:

Author: What is the author’s education, training, work experience, and professional affiliations? Do they have previous publications from respectable sources? Please note that just because an author has an advanced degree doesn’t make them automatically credible. Is their degree and experience in the same subject about which they are writing.

¹⁵ There are times when you can credibly cite a fourth grader, such as if you were doing research on internet blogs written by elementary school students. But, generally, you don’t want to cite the expertise of a fourth grader.

All authors have a bias—or approach or worldview—that they take to their writing. You need to consider this bias when you evaluate their work. For example, when I write about quality education, I come from a worldview of a Theravada Buddhist even if Buddhism is not an explicit theme in the article or book I am writing.¹⁶ My author bias can give valuable insights, but any single source is incomplete.¹⁷

In arguing that all authors have a bias, I am not suggesting that everyone is a biased author. Biased authors try to deceive you and might even publish material they know to be false. They are not credible sources unless you are studying them.¹⁸

Publisher: Who published the text you are reading. As you will learn later in this book, journals are considered more credible sources than magazines. And not all internet sites are created equal. You should consider the publisher bias when evaluating the credibility of a text as well as if you are dealing with a biased publisher. Publishers also have reputations which can help you judge the credibility of a publication. For example, *The New Yorker* has a solid reputation for fact checking articles so you can generally trust what is published in that magazine. I say “generally” because even a publisher with a good reputation can make a mistake.

Date of Publication: Too often, students incorrectly assume that any book they find in the library is useful for their research. When

¹⁶ In a note on this passage, Dr. Kellie Riddell wrote, “I find myself wanting more context.” Let me cite three quick examples. First, the fact that this book uses “Skillful” in the title is a direct nod to my Buddhist worldview, a worldview where skillful actions are important. Furthermore, the cover design of the book was inspired by Pasanno, Luang Por. “Not Reaching for the Stars.” *Beginning Our Day*. Abhayagiri Buddhist Monestery, vol. 1, 2015. Pp 29-30. Second, the chapter outline for my *Promoting Student Transformation at the Community College* (HASTAC, 2020) was originally written in Pali, the language in which Theravada Buddhists read scripture. Although this was not a Buddhist book, it was organized around a Buddhist worldview. Third, although I say that my current research is on compassion, I am really interested in *karuna*, a Pali word usually translated as “compassion” as well as the other three Brahma Viharas: loving-kindness, sympathetic joy, and equanimity. I approach my research using my Buddhist worldview.

¹⁷ After making the editorial comment “All sources are reliable and unreliable as long as we can see them for what they are,” Dr. Riddell used the following example: “I immediately want to argue that a 9 year old is the best place to look for information coming from a 9 year old's perspective. All sources are reliable and unreliable as long as we can see them for what they are.”

¹⁸ When I was in graduate school, I wrote a research paper where almost all of the sources I cited were published by the Ku Klux Klan. The newspapers and magazines I cited were not credible sources in terms of their content. But the subject of my research was “The Ku Klux Klan's Use of Civil Religion in the 1920s and 1930s.” Because I was studying the KKK, citing their publications was appropriate.

evaluating the credibility of a publication, you need to consider what is known as “currency” or the date the text was published. Unfortunately, there is no magic number such as “If it’s over five years old, it is no longer credible.”¹⁹ In the case of a current event, information published five days ago—or even earlier this morning—might no longer be credible.

Research Methodology: Even if an author accurately reports the results of their research, the conclusions might not be valid. A poorly constructed research project will produce invalid results. Or, as the cliché states, “Garbage in. Garbage out.” When analyzing the credibility of someone’s research, you need to consider how the survey was worded, how the sample was chosen, the statistical methods used to analyze the data which references were or were not consulted, and so forth.

Citations: When I evaluate research, I begin at the end, with the “Works Cited.” If the bibliographic references are not quality citations, I know that the paper will not be of quality. A text with no citations is not as credible as one where the author shows their sources.

Preface/Introduction: I never read the preface or introduction to books until I went to graduate school. It was only then that I realized how important the information provided from those two sources could be in determining the credibility of the publication. By reading the preface and introduction, you can often learn about the methodology employed in the research, any bias the author is introducing into the text, upon whose work the author is building, and who has influenced the author.

Table of Contents / Headings: When skimming the table of contents in a book or the headings in an article, you should ask yourself the following questions: What topics are covered? What topics are missing? What is the tone of the chapter or heading titles? Your better quality publications will tend to have clear, straightforward titles and headers that make it easy for you to locate information in the publication.

Fiction: Some individuals might mistakenly think that you can only use fiction as evidence when writing about literature. However, fiction

¹⁹ Dr. Kellie Riddell commented, “I agree with all you are saying here but think within five years is still a good guideline to encourage.” I mention this comment because it underscored the fact that there are few absolutes when it comes to research. Five years is a valid guideline, but it isn’t a rule. As researchers, we need to take in various points of view and then use critical thinking skills to determine what is valid for a particular situation. As a professor of English, I don’t see a problem with Dr. Riddle telling her students that five years is a good guideline. If she were a professor of nursing, I would have serious problems with that advice.

can sometimes be used to illustrate points in papers written for other disciplines. The life of a fictional character might be representative of people who really lived during a specific time period or have a and could be used as an example. Or something in fiction might be representative of societal or cultural attitudes.

When you locate a source you want to cite, make sure that you are citing quality.

Evaluating Sources: Is Wikipedia Credible?



Mikolaj Liberacki says “Yes.”

Maybe not the Mikolaj pictured. That is my great grandfather. But the Mikolaj Liberacki who is a Wikipedia editor understands that much of the criticism of Wikipedia is unjustified.²⁰

Editors like Mikolaj monitor articles for which they have an interest. If someone makes any change in an article, the interested editors are notified. If the change was malicious, the editor can make corrections.

Anyone can launch a website that has no oversight. Yet critics of Wikipedia often have no problem accepting such websites as credible.

Overall, I find Wikipedia to be a credible website and tend to trust the information I find there. Does that mean there are never errors? No, it doesn't. Over the years, I have corrected several errors on Wikipedia—or should I say that Mikolaj has corrected several errors.

Although Wikipedia is credible, it is not an academic source. By definition, encyclopedias, dictionaries, and websites such as Quora are not considered academic sources. You might consult Wikipedia, but you wouldn't use it as a source.

²⁰ At the time I joined Wikipedia as an editor, they encouraged editors to write under a pseudonym. I use Mikolaj Liberacki as my pseudonym.

One of the students who edited this section commented “Announcing your pseudonym is not a very good way to stay anonymous.” Of course, they are correct. After reading their comment, I checked Wikipedia and discovered that their advice has changed since I joined. They now say that “As an editor on Wikipedia, you will have a choice: You can let everyone know who you are by using your real name. Or you can make your edits with a pseudonym, hiding your true identity, and keeping it to yourself.” Part of the reason for this change is that it has become so easy to track down someone's identity. If I were joining Wikipedia today as an editor, I would likely use my real name.

“Wikipedia: Wikipedia is Anonymous.” *Wikipedia*. 10 Jun. 2023. https://en.wikipedia.org/wiki/Wikipedia:Wikipedia_is_anonymous. Accessed 11 Oct. 2023.



Image by Pexels released on Pixabay

Annotate Sources

When I find a relevant source for my research paper or project, the first thing I do is to write down a proper citation for the source.²¹ Then, I immediately write an annotation.²²

There are many ways to annotate an article. I suggest the following six sentence strategy developed by my colleague Helen Ditouras, a professor of English and the Humanities at Schoolcraft College.

Your annotations should be six sentences long: two sentences summarizing the source, two sentences evaluating the source, and two sentences reflecting on the source.

²¹ This statement is not literally true. I don't actually write out the citation. Instead, I make sure that the author, title, place of publication, date, date of access, and other required information is entered into a Zotero database. Zotero is a free software program that allows you to organize research. In addition to allowing you to record the information you need for a proper citation, there is also a place to annotate your source as well as to enter key words that you can use to search for information later. Finally, Zotero is designed so that you can upload a document such as a .PDF version of an article or link directly to a website. While Zotero might be too much for an introductory course that is not in your major, you might want to consider using the software to organize materials in your discipline or if you are doing a long term project.

²² Dr. Kellie Riddell commented, "Some students might also like a to put together a basic spreadsheet of their sources in Excel or Google Sheets. I also like to laughingly tell students about the good old fashioned note card method." Jackson Knapp, my friend to whom this book is dedicated, organizes his notes using Zettelkasten, a free program that creates what it calls "a web of knowledge." You can learn more about Zettelkasten at <https://zettelkasten.de/>.

Summarizing Source: In this section, you state the main point(s) that the author is making. You should use your own words for the summary even if a summary is provided by the author. You need not summarize everything in the source; just those sections that are relevant to your research.

Evaluating Source: In this section, you will provide an analysis of the quality of the source. You might consider such things as author, publisher, documentation, and date of publication.

Reflecting on Source: In this section, you will write about your impression of the source. This might include how you could use your source in your paper or presentation.

Is this how I write my annotations? No, it isn't. But my needs as a researcher are different than those of a student in an introductory course or even advanced course. If the strategy doesn't work well for you, you should try something else. But having some type of summary of your source will help you remember the content of what you read.

Organizing, Cataloging, and Annotating?

In her notes to me after she read “Annotate Sources,” Dr. Kellie Riddell wrote “Maybe expand this into a section on organizing, cataloging, and annotating? It wouldn't be the worst idea to add a spotlight on creating an annotated bibliography with a few samples in case students have been asked to write one.”

While considering Dr. Riddell's suggestion, I realized that authors define the scope of our research. What will we include? What gets left out? As readers, we need to pay attention to the decisions about what an author includes/excludes from their article, book, or other text.

For *A Skillful Approach to College Research*, I decided that I wanted a brief book focusing on the nine research strategies. Although I thought it was important to include some brief information on “Before You Begin” and “Getting Started,” that I decided not to go into depth in those areas.

I agree with Dr. Riddell that having a spotlight on creating an annotated bibliography with samples is a good idea. But I also decided that expanding this section is outside the scope of the overall book. If you want this material, you can search for it online. Or, if your professor assigns an annotated bibliography—such as I do in my classes—you will need to look toward your professor to provide the material that Dr. Riddell recommended that I include.

Did I make the right decision? I cannot be sure. But I would like to hear what you think. Should this section or other parts of *A Skillful Approach to College Research* be expanded? Or maybe Ehipassiko Press, LLC needs to publish other resources for you?

Please email me your thoughts.

Writing to an Author

Authors often respond favorably to a professional email from a student. When writing to an author, you should use your college email address and make sure that your email is brief and free from errors.

Often, you can locate an author's email address by doing an internet search. If an author is associated with a college, university, or organization, you might be able to call their place of employment for an address.

Authors do not respond favorably to an email that essentially reads "Will you do my research for me?" But they do like to know how you were able to incorporate their work into your research or to point you in a direction where you can obtain additional information.

Before Writing to and Author

After answering these questions, send the email

Identify an author to whom you would like to write.

What is their email [or postal] address?

What do you want to ask them? Or how was their work significant to your research?

Say "Thank You"

If you find a book or article to be particularly useful, you can email the author to let them know that you enjoyed the material. You can let them know how you plan to use it.

A Word of Caution

One word of caution. Before writing to an author, make sure that you are writing to the correct person. If you discover that I founded the Poetry Foundation and died in 2014, you have located the wrong Steven Berg.

When Life Gets in the Way

Sometimes, when you are working on your research, life gets in the way and you are unable to continue. When this happens, you should reach out to your professor to discuss the situation. There is so much we can do to assist you, but unless you talk to us, we don't know you are running into difficulties. In addition to contacting your professor, there are other places you can get support on Schoolcraft College's campus.

To find out which college services can best help you, please contact Student Relations by calling 734-462-4486. You main also contact Student Relations at studentrelations@schoolcraft.edu.

Hinkle Student Resource Center

<https://www.schoolcraft.edu/hinkle-center/>

Phone: 734-462-4443

Email: hinklecenter@schoolcraft.edu

Location: Room 175, McDowell Center

The Hinkle Student Resource Center assists students who are experiencing challenges outside the classroom. By contacting the Hinkle Student Resource Center, you will be connected with resources both on and off campus that offer a wide variety of services including mental health,²³ addiction support, domestic violence, food insecurity, divorce, and scholarships.²⁴

²³ Someone verifying references will discover that the Hinkle Center does not actually provide mental health services. However, I know that the Hinkle Center works closely with Student Relations. Regardless of the support you need, they will get you to the proper office on campus.

²⁴ This paragraph is an example of why you should always check your sources. Technically, the information is inaccurate because the Hinkle Center does not actually provide mental health assistance. Especially because of the previous footnote, I think it is fine to include mental health services in this description (although some might disagree), you don't want to write incorrect information in your paper. Although this was a conscious choice, sometimes authors—even very careful authors—make errors in their citations.



Faculty offices are not as elaborate as Professor E.D. Cope's Study as pictured in the image from the Library of Congress. But we try to be welcoming in our more humble spaces.

Attending Office Hours

I recommend that you get to know your professors before life gets in the way. That way, it will be easier to talk to them if you do run into a difficulty. One of the best ways to get to know your professors are to attend office hours. Office hours are a time they set aside to meet with students. If their office hours are not convenient, chat with your professor for a few minutes after class.

Even if your professor is not the person who can assist you when life gets in the (for example, if you are experiencing depression or having difficult with financial aid), talk to them anyway. They might have a referral to the person on campus who can best assist you.



Image by ColiN00B released on Pixabay.

Getting Ideas



Image by geralt released on Pixabay

Don't Pick Thesis First

Too often, when presented with a research assignment, a student will pick their thesis first. This is almost always a mistake. What I kindly tell my students is that they don't know enough about their topic yet to form an interesting, worthwhile thesis. What they have, I explain, are topics that interest them. Before coming up with the thesis for their paper, they need to do broad based research to learn more about it. Then, and only then, can they effectively craft a thesis statement that is both interesting and worthwhile.

One problem is that unless we do systematic research, we don't know what we don't know. And we might not even know that we don't know it. For example, when I started a formal research project on the role of compassion in education, I knew that I needed to consult the types of research done in academic journals. Journals, as you will learn later, are an important type of documentation and, if you don't know what is published in journals, your final research project will most likely be inadequate.

What I didn't know is that Charles Darwin's *The Descent of Man* would be an important resource for my research.²⁵ I didn't know that I would be reading in the sciences to understand how bacteria cooperate with each other²⁶ or that we can demonstrate that trees communicate.²⁷ It was not only fun to discover these connections but citing them will make my book on teaching more interesting. If you want to know more about how bacteria and trees relate to

²⁵ Darwin, Charles. *The Decent of Man, and Selection in Relation to Sex*. New York: D. Appleton, 1872.

²⁶ Allen, Benjamin and Martin A. Nowak. "Cooperation and the Fate of Microbial Societies." *PLoS Biology*, vol. 11, no. 4, 2013, pp. 1-3. DOI: 10.1371/journal.pbio.1001549. Accessed 8 Sept. 2023.

²⁷ Simard, Suzanne. *Finding the Mother Tree: Discovering the Wisdom of the Forest*. New York: Alfred A. Knopf, 2021.

college teaching, please feel free to contact me. Although I do not cover them as one of the nine research strategies in this book, writing to an author or conducting interviews can be important research strategies.

Thoughts About Artificial Intelligence

Initially, I decided not to discuss the use of artificial intelligence in this section of the book. But, in an editorial note, Dr. Kellie Riddell wrote: “I like to have AI help students with this. They can ask for 10 sample thesis statements or 15 possible key points to mix and match and help find the language to focus in on their interests.”

Dr. Riddell and I were both what is known as early adopters when it comes to incorporating artificial intelligence into our classes. She has developed many useful techniques to help students appropriately use AI to assist them in their writing and research. Her abilities exceed mine in this regard. I continue to learn strategies from her that I can use with my students. However, most of those strategies I am not going to share with you.

At the time we began using ChatGPT and other AI in our classes, some of our colleagues around the country were horrified that professors like us were making it easier for students to cheat. I know that my thought was that students who were going to use ChatGPT to cheat were going to cheat if I showed them appropriate uses or not. So why won't I share more of Dr. Riddell's wonderful work in this book?

The “problem” with writing about artificial intelligence is that it is changing so quickly. If I were to publish specific directions in this book, they could likely be outdated by the time you read them. In fact, during the week that Dr. Riddell and I were making the final edits to *A Skillful Approach to College Research*, DALL E 2 updated to DALL E 3.²⁸

The best way to get current information on how you could use artificial intelligence in your research, I suggest doing an internet search using search terms such as [using artificial intelligence to support college writing](#). I have found that *The Chronicle of Higher Ed* does a good job of reporting on current classroom uses of AI. If you add site:insidehighered.com to your search, you will only get articles published on that website.

²⁸ Ehipassiko Press published *A Skillful Approach to College Research* in November 2023. Our intent was to then provide revised editions such as this one.

Selecting a Provisional Thesis

After reviewing this section, Dr. Brett Griffiths commented,

Is it worth recommending choosing a “provisional thesis” or “guiding thesis” to help your research, and then “Refine your thesis last.” Another way of saying this might be “begin with a problem, not a thesis.”

Most research arguments by experts begin not with “I want to change minds” but with “I want to understand a problem.” By bringing together your interest area and a current problem in that area, you can explore a more authentic inquiry process.²⁹

The difference between my advice and what Dr. Griffiths suggests is more style than substance. When I talk to a student about their idea, I am essentially discussing their provisional or guiding thesis. When I do research, I have what Dr. Griffiths calls a provisional or guiding thesis before I begin. Yet, I remain adamant against using the word thesis in the early stages of the research process.

Over the years, I have seen too many students do poorly because they selected a thesis and then only did enough research to find some support for their thesis. I remember a time when I asked a student for an explanation as to meaning of some material they had quoted in their final paper. The student replied, “I don’t know. That’s what my source said.”

It is fine to have a **provisional** or a **guiding** thesis if we understand that these are starting places to help us organize the research process as long as you realize that “provisional” and “guiding” are not permanent, that they will be revised during the research process.

(Just don’t tell me that you already have your thesis before you have started your research. 😊)

²⁹ Dr. Brett Griffiths ended her comment with “I’m happy to add a chapter on this in a later version, if you wish.” I am sharing this comment here to make two points. First, there is always a next step for improvement. I tell my students that I am a better professor than I was last semester but I am not as good a professor as I will be next semester. I hope that you will find *A Skillful Guide to College Research* to be valuable even though we all know that the next edition will be better. The second point I want to make is that research is collaborative. We work with and support each other. This is a part of the writing process that students don’t often get to see. It is part of the reason that I decided to integrate Dr. Griffiths’, Dr. Riddel’s and other comments throughout the book.

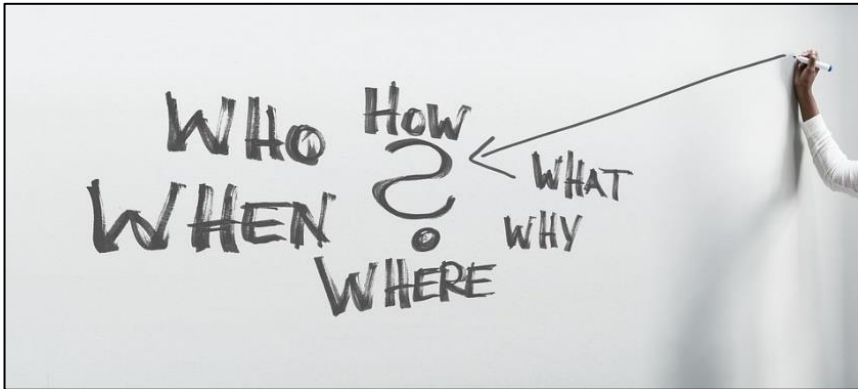


Image by geralt released on Pixabay

What Interests Me?

Before you begin your research, you should first ask yourself, “What Interests Me?” Note, that I am not suggesting that you ask yourself what interests you about the topic. That comes later.

What are some of your interests? You might include some of the reasons for your interest. The first idea is an example based on my interests.

1. I enjoy my pets. Pichi is a mixed breed dog. She, my cat Diva, and I make a pack and often sit on the couch together (something we are doing as I draft this section) and sleep together. My other cat, Gabby, is more of a loner. Once every six months or so, she will choose to sit in my lap for a few minutes.

2.

3.

4.

5.

6.



Image by Enlightening_Images released on Pixabay

Selecting a Research Topic You Value

Sometimes our core values are rooted in scripture such as the ten commandments, Jesus' Sermon on the Mount, the Five Pillars of Islam, or the Five Precepts of Buddhism. Philosophical principles such as Stoicism could also serve as the basis for our values.

For our purposes, I will argue that there are four components that are required for something to be a value. These four components are not rooted in any religious tradition. They will work for you even if you don't consider yourself to be a religious person.

Just because you are interested in a topic does not mean that the topic would be something you value as a researcher. Below, I will describe these four components before asking you to reflect on whether your interest would lead to a research topic you value.

Before beginning my discussion on values, I want to clarify that I am not suggesting that you write about your values. Instead, choose a topic you value. This is an important distinction. For example, because I value student success, writing *A Skillful Approach to College Research* was a valuable topic for me.

Values Must Be Freely Chosen

The more we can choose something for ourselves, the more we value it. If you are forced to do something, you might perform an act even though you don't value it. For example, although most of us take our final exams, few of

us would say that we value taking exams. We really have no choice. We take them because we are forced to do so.

In the same way as you likely don't value taking exams, writing a research paper is not something that you probably value. But, even if you are assigned a topic, using some of the strategies in this section, you can find a topic you value. For example, if I were assigned to write a paper for a class in political science, I might combine my interest in gardening and history to focus my research on the role gardens played in international relations in nineteenth century China. That is something that I would enjoy learning more about—and so might my professor.³⁰

Values Must Be Chosen from Alternatives

You cannot really say that you value breathing because there is no viable alternative. In the same way, you cannot value eating. But you can value that you are vegetarian or keep Halah or Kosher. These are choices you make from a wide variety of other choices about eating.

Part of why I suggest that students do internet searches and other types of research based on their interests before selecting a thesis is because I want them to see the variety of alternatives available to them.

Values Must Be Publicly Stated

Except for some extreme cases, if we value something, we need to be able to state it publicly. For example, an LGBTQ student might choose not to public discuss their gender identity for reasons of personal safety. This does not mean that they don't value their sexuality. However, just because you value something and are willing to discuss it publicly in some areas of your life still doesn't mean that it is a valuable research topic for you.

I have written about my recovery from alcoholism in *Addiction Recovery Through Buddhist Wisdom*.³¹ With over 40 years of sobriety, a prospective employer might not worry as much about my relapsing than they might of

³⁰ Strassberg, Richard. "Culture and International Relations in the Eighteenth Century." *China Mirror*. chinamirror.net/?page_id=1186. Accessed 10 Sept. 2023.

³¹ Berg, Steven L. *Addiction Recovery Through Buddhist Wisdom: A Dharma Recovery Journal*. Farmington Hills, MI: Ehipassiko Press, 2023.

someone who has less than a year—or even less than five years—of recovery. Furthermore, I might never apply for another job again before I

retire. The risks to me to write about my addiction or mental health are less than if you were to write about your addiction and recovery. That doesn't mean you don't value your recovery from addiction, but it might not be prudent to you share publicly about your addiction.

Even though I am a strong advocate of mental health treatment and have been open for many years about the fact that I regularly see a therapist, I did not publicly mention some specific aspects of my mental health until I wrote *Addiction Recovery Through Buddhist Wisdom*. But just because I wrote about them in another book does not mean that I am comfortable discussing those mental health issues in this book. I am not. So, I won't. Context matters.³²

Values Must Be Repeatedly Acted Upon

Stating our values is not enough. We need to act on them. Although I have written a yet unpublished book on the role of compassion in teaching in which I make over 50 recommendations on how faculty can teach compassionately, if I don't act on my own advice, I don't really value compassion.³³

For research, “repeatedly acted upon” recognizes that quality research takes time. Do I value my research topic enough that I will put in the time required over the course of the semester to complete it? Or, to complete it well?

³² One of the students who provided feedback on this section commented, “A personal topic could be interesting but that does not make it valuable research.” To be a valuable research topic, someone other than ourselves must be interested in it. We have to have a purpose other than our own amusement for the research. To this end, I ask my students to select a specific place where their research paper could be published. They then analyze the publication and audience to determine how their research would benefit their intended reader. You might ask yourself a series of questions. Where is your research paper being published? Who is reading it? Why are they reading it? What impact do you want your research to have on your reader? Because I insist on a place of publication, “my professor” or “my classmates” are never the intended audience.

³³ Berg, Steven L. *Small Teaching with Compassion*. 2023. Collection of author.

Service Learning and Civic Engagement

Do your little bit of good where you are. It is those little bits of good put together that overwhelm the world.

--Desmond Tutu

One way to link values with your academic coursework is to participate in Service Learning and Civic Engagement courses which incorporate community engagement with course content and guided reflection. ‘

You can earn a Service Learning Endorsement by completing 12 credit hours of service learning courses. Some courses are designated as Service Learning and the service project is required as part of the course. You may also complete an Individual Service Option for a course that is not designated as a service learning class. In this case, you would work with your professor and a community partner to design your own project.

In addition to the personal satisfaction you will receive and the fact that the endorsement looks good on your resume, providing service can be an excellent research strategy—one not covered in this book—to gain information on your research topic.

To learn more about service learning, please contact:

<https://www.schoolcraft.edu/service-learning/>

Phone: 734-462-7178

Email: servicelearning@schoolcraft.edu

Location: Room 562 in the Liberal Arts building

I like the idea in this discussion of values of using more examples of turning assignments into things that students value or that can represent their values, but I worry too much emphasis is placed on values and not enough about writing about values.

I generally steer students away from writing directly about their own values and towards using their values to write about things they care about.

For example, I would tell a composition student not to write about why pro-life or pro-choice is the better argument. Instead, I would have a student write about how science, politics, and/or ethics/religion better supports a pro-life or pro-choice argument.

It's a subtle difference that I find to be important. I hope that makes sense.³⁴

Dr. Kellie Riddell

³⁴ This makes sense to me and I hope that Dr. Riddell's thoughtful comments make sense to you as well. I have seen many students fail in their attempts to write an interesting research paper because their focus is on why they value a particular point of view instead of making a contribution to the discussion about that point of view.

Before selecting an interest to pursue for your research, please answer the following questions:

Did I freely choose my topic?

What are some of the alternative topics I could have chosen?

What might some of the benefits be for me to publicly discuss my topic?

What might be some of the drawbacks to me if I publicly discuss this topic?

Does this topic interest me enough that I am willing to take the time necessary to do it well?



Image by geralt released on Pixabay

You Are What You Research

I tell my students that I am going to call my autobiography *The True Confessions of an African American Alcoholic Buddhist Lesbian Priest with AIDS and a Personality Disorder who Quilts and Raises Sugar Beets*. The point I am making is that people will assume that you are what you research. Because I have done research on all these topics and published on all the topics mentioned except for raising sugar beets, I need to realize that people will assume that any of these descriptions might apply to me.

Now answer the following questions for yourself.

Based on my research interests, what might people assume about me?

Does it make any difference to me if they are mistaken or not?

If someone makes an incorrect assumption about me, do I plan to correct them? How will I do so?³⁵

³⁵ When I curated an exhibit that included the NAMES Project AIDS memorial quilt at the Bay County Historical Museum, people often mistakenly assumed that I had AIDS. I decided that I was not going to correct people who made an incorrect assumption. I decided that denying I had AIDS would undermine the themes of understanding, acceptance, and accurate medical knowledge that were at the core of the exhibit.



My Pichi and me.

Relating Your Interests to Your Assignment

Now that you know what interests you, consider possible approaches to your class or assigned topic and then do an internet search combining using your interest as well as the topic/course as search terms. You should also consider related terms. For example, because dogs are pack animals and one of my interests is my dog Pichi, I might be interested in looking at “relationships” or “social bonding” for my research project.

Here is an example of how my interest in cooking could generate potential research topics in psychology.

Using “cooking psychology” as search terms, I discovered that community kitchens “improves positive mood, self-esteem, socialization, and other mental health outcomes.”³⁶ I learned that knitting and crocheting as well as jam making improve mental health.³⁷ Dr. Michael Kocet advocates Culinary Therapy, a “technique that uses arts, cooking, gastronomy, and an individual’s personal, cultural, and familial relationship with food to address emotional and

³⁶ Williams, Nicola. “Mental Health and Cooking.” *News: Medical Life Sciences.* 28 Mar. 2022. www.news-medical.net/health/Mental-Health-and-Cooking.aspx. Accessed 9 Sep. 2023.

³⁷ Ough, Tom. “Knitting, Crocheting, and Jam-Making Improve Mental Health Study Finds.” *The Telegraph.* 25 Nov. 2016. www.telegraph.co.uk/news/2016/11/25/knitting-crocheting-jam-making-improve-mental-health-study-finds/. Accessed 9 Sep. 2023.

psychological problems faced by individuals, families, and groups.”³⁸ Pichi is especially attracted to me when I offer her food so I added “relationships” to my search and discovered that individuals are more likely to contact someone who mentions food in their online dating profile.³⁹ Because I remembered that Pavlov and his dogs had something to do with food, I did an internet search on him and was reminded that the theory he developed dealt with Classical Conditioning.⁴⁰ But my quick online searching that got me thinking about Pavlov’s experiments from the dog’s point of view which raises issues of ethics in psychological research.⁴¹ But what if what we know about Pavlov was really based on bad translations, a position taken by Daniel P. Todes?⁴² I am personally very interested in the issue of translations and how, in Islam, you should only read the Qur’an in Arabic because reading a translation is reading an interpretation of the Qur’an, not the Qur’an itself, a point that A. Yusuf Ali makes in his “Preface” to his translation of the Qur’an into English.⁴³

³⁸ Vaughan, Shamontiel. “From Cooking to Counseling.” *{Insight}*. 31 Oct. 2017. www.thechicagoschool.edu/insight/from-the-magazine/michael-kocet-culinary-therapy/. Accessed 9 Sep. 2023.

³⁹ “The Science of Attraction: Why We Gravitate Toward People Who Love Cooking.” *The League*. 22 Jan. 2019. www.theleague.com/attraction-love-cooking/#are-you-in. Accessed 9 Sep. 2023.

⁴⁰ Because Pavlov’s experiments are so well known, I would argue that his work and the idea of Classical Conditioning is “common knowledge” and doesn’t require a citation.

⁴¹ Adams, Matthew. “The Kingdom of Dogs.” *The British Psychological Society*. 27 Apr. 2020. www.bps.org.uk/psychologist/kingdom-dogs. 9 Sep. 2023.

⁴² Todes, Daniel T. *Ivan Pavlov: A Russian Life in Science*. Oxford University Press, 2014. Cited in Specter, Michael. “Drool.” *The New Yorker*. 17 Nov. 2014. www.newyorker.com/magazine/2014/11/24/drool. Accessed 9 Sep. 2023.

Cite Only What You Consult

I read about Daniel T. Todes’ position in Michael Specter’s article. Therefore Specter—not Todes—is my source for the information. If I were writing a research paper, I would do my best to track down the original source of the information, Todes’ book. However, if I couldn’t locate a copy of *Ivan Pavlov: A Russian Life in Science*, I wouldn’t list it as my source for Todes’ position.

⁴³ Ali, A. Yusuf. “Preface.” *The Holy Qur’an*. 1934. quranyusufali.com/preface-to-first-edition-1934/. Accessed 9 Sep. 2023.

Please note that, as I applied my interest in cooking to psychology, that I continued to make connections based on what I was learning as well as my previous knowledge. I didn't read anything carefully. My goal was to quickly scan articles to get ideas for my research paper.

Although I originally thought that I might do my research on the relationship between cooking and psychology, I then moved to looking into relationships before stumbling across the reference to translations. Instead of writing a paper on cooking, it would be more enjoyable for me to research psychology as it relates to translations or interpretations of text.

Sometimes, students have asked me if I thought that such-and-such was an interesting topic. Often, my response is "No." Then, I quickly add, "But that's not the point. The correct question is, 'Does the topic interest you?'"⁴⁴

⁴⁴ Dr. Kellie Riddell commented, "I think this is good advice. Mine is to never choose a topic because you think it will be interesting to the professor or because it will be easy to find information about it. Choose a topic you are passionate about, and the rest will come."

When I was a student, I would make a running list of random interesting ideas that popped into my head during lectures. While reading, I would take notes on the inside back cover of my notebook.

As I would go through the semester, I would add and cross topics out, knowing that, by finals, I would have an interesting running brainstorm to write my final essays.

Student's may be inclined to do this work on a laptop or smartphone, but there's still nothing like a handwritten list.

Dr. Kellie Riddell

Now it is your turn to relate your interests to your assignment. As you do some quick internet searches, be sure to revise your search terms to reflect what you are discovering. Record your findings here.

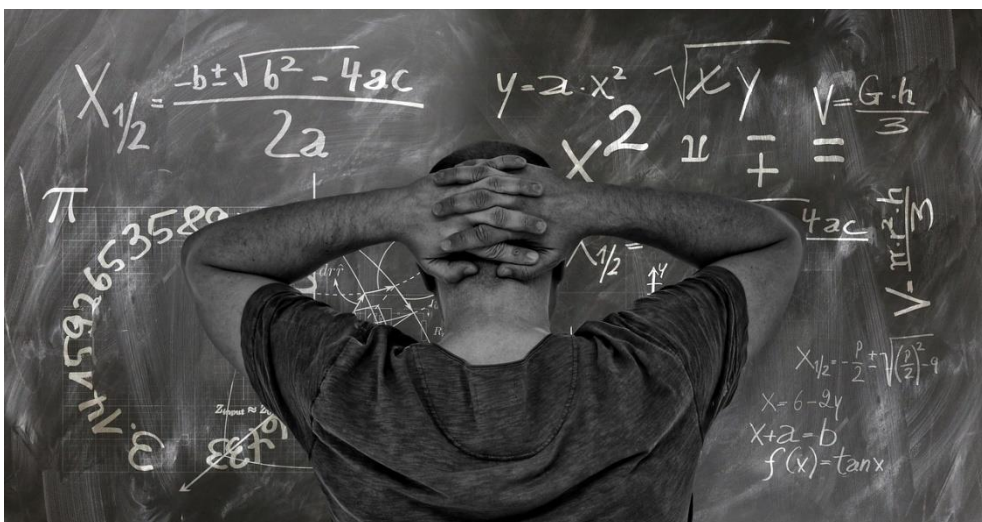


Image by geralt released on Pixabay

Relating Your Major to Your Assignment

If a student in my early American history class is not a history major, I encourage them to do an internet search combining “early American history” with “student’s major.”

Do a search using the subject matter of the class you are taking combined with your major. What did you discover?

The Need for Multiple Search Terms

To find information on early America, in addition to “early American history,” you might use search terms such as “colonial America,” “American British colonies,” and “seventeenth [or eighteenth] century America.” In this stage of the research process, your goal is to get ideas. Therefore, you should only be skimming the search results. You will do more careful reading later.



Image by viarami released on Pixabay

Consulting Artificial Intelligence

What are ethical ways that students can get ideas using ChatGPT?

I will allow ChatGPT to answer for itself.



Students can use ChatGPT to generate ideas in ethical ways by following these guidelines:

Research and learning: Use ChatGPT as a tool to help you understand a topic better or to clarify concepts. This can be especially helpful for gaining insights into complex subjects or when you're stuck on a specific problem. However, always verify the information you receive from ChatGPT through reputable sources.⁴⁵

Brainstorming assistance: ChatGPT can be used to assist in brainstorming sessions. You can provide it with a prompt related to your project or essay and use its responses to spark new ideas or explore different angles of your topic.

⁴⁵ I think it is important to note that ChatGPT doesn't consider itself to be a reputable source.

Asking for guidance: If you're unsure about a particular aspect of your assignment or research, you can ask ChatGPT for guidance. It can provide explanations, suggestions, or references to resources that can help you further your understanding.

Writing assistance: ChatGPT can help you with writing tasks by offering suggestions for structuring your essay, improving sentence structure, or suggesting alternative phrases. However, be sure to incorporate your own ideas and writing style to maintain originality.

Clarification and verification: If you have doubts or uncertainties about information you've gathered from other sources, you can ask ChatGPT to clarify or fact-check specific details. Always cross-check the information with reliable sources to ensure accuracy.

Problem-solving: You can use ChatGPT to help you work through complex problems or puzzles by providing hints, suggestions, or different perspectives. Just remember to apply your own critical thinking skills to the solution.

Language learning: ChatGPT can assist in language learning by providing explanations, examples, or translations of words and phrases. It can also help you practice writing and speaking in a new language.

Programming and coding: If you're a student studying programming or coding, you can use ChatGPT to get assistance with coding problems, debugging issues, or understanding coding concepts.

Creative inspiration: ChatGPT can be a source of creative inspiration. You can ask for prompts, ideas, or suggestions related to your artistic or creative projects, such as writing, art, or music.

Respect ethical boundaries: Avoid using ChatGPT for unethical purposes, such as plagiarism, cheating on exams, or generating harmful content. Always adhere to your institution's academic integrity guidelines.

Remember that ChatGPT is a tool to assist your learning and creativity, but it should not replace your own critical thinking and research skills. It's essential to use the information and ideas generated by ChatGPT as a starting point and continue to engage in thoughtful exploration and learning.

Please note that ChatGPT does not trust its own research. For example, while answering my question, it warned:

- However, always verify the information you receive from ChatGPT through reputable sources.
- Always cross-check the information with reliable sources to ensure accuracy.

ChatGPT is notorious for providing inaccurate information and even making up citations. I once had a student who tried to pass an online course using ChatGPT to write their discussion posts. The student failed the course—not for plagiarism—but for making up citations.



WIKIPEDIA
The Free Encyclopedia

Reading Articles in Wikipedia

Wikipedia—and other encyclopedias—are not academic sources. As such, it is not appropriate to cite them in academic research. Therefore, I am including “Read Articles in Wikipedia” as a way to get ideas and not as a research strategy. However, Wikipedia plays an important role in the research process.

Wikipedia is a starting point for a research topic about which you know little. As with other encyclopedias, it provides a quick overview of the issues that you might want to explore.

Reading an article in Wikipedia can also help give you ideas for a research project if you decide to explore in detail something that is briefly mentioned in the article.

Furthermore, the notes and references in a Wikipedia entry can guide you to useful sources for your research.

First, put your research interest in the box below:

Then, go to <http://www.wikipedia.org/> and do a search to find a Wikipedia article on your topic. You can also do an internet search using your research interest and the word “Wikipedia” [without quotation marks] as your search terms.

You might want to try various search terms to find articles. Also, after reading your first article, you might get ideas for search terms to find related articles.

100% In Favor of Wikipedia

Dr. Kellie Riddell told me that she agrees with me 100% concerning Wikipedia. She teaches her students about what she sees as its four major benefits:

1. A surface overview of the topic
2. An operational vocabulary (via the hyperlinks)
3. A thoughtful outline of the topic (via the table of contents)
4. Dozens and often hundreds of references

After you have read the Wikipedia article, list topics covered in the article about which you would like to learn more.

List those topics below.

1.

2.

3.

4.

5.

Using In-Text and Parenthetical Citations

Initially, I did not include a section on citing sources in your research paper.⁴⁶ I decided to add the section so that I could emphasize the importance of taking good research notes. If you do not take careful notes while you are completing the research strategies, you will not be able to use your research while writing your paper. Why not? Because you cannot cite sources you cannot properly document.

The two general types of citation are in-text and parenthetical. When you use an in-text citation, you incorporate the author's name into the text you are writing. In parenthetical documentation, you put the author's name in parentheses at the end of the cited material.

Please remember that you must cite the thoughts and ideas you take from another author and not just their words. You are using another author's words when you have a direct quote. You use their thoughts and ideas when you paraphrase or summarize their text or when you build on something they wrote about.

MLA Format

In-Text

Berg argues that individuals not affiliated with Recovery Dharma and who suffer from addictions other than alcohol can benefit from *Addiction Recovery Through Buddhist Wisdom*.⁴⁷ There are individuals from other recovery programs or who suffer from addictions other than alcohol/drugs who would also benefit from this book (5).⁴⁸

⁴⁶ When I first read Dr. Kellie Riddell's observation that "I worry that we don't offer any guidance on using in-text citations. I think it is needed," I rejected the idea of adding this section to the book because it would be outside the scope of the book. This is an argument I have made elsewhere. But, as I continued to think about it, I agreed with Dr. Riddell's position for reasons that might have been different of her own.

⁴⁷ Berg, Steven L. *Addiction Recovery Through Buddhist Wisdom: A Dharma Recovery Journal*. Ehipassiko Press, 2023.

⁴⁸ I made the deliberate choice not to use a direct quotation. Generally, my believe is that unless it is very important to use the author's specific words, it is always best to paraphrase or summarize. I tell my students that they need to assume that I am going to ask them to justify why they quoted an author. If they cannot come up with a very good reason, they shouldn't use the direct quote.

Parenthetical

Individuals who are not members of Dharma Recovery or who suffer addictions other than alcohol/drugs can benefit from *Addiction Recovery Through Buddhist Wisdom* (Berg 5).⁴⁹

APA Format

In-Text

Berg (2023)⁵⁰ argued⁵¹ that individuals not affiliated with Recovery Dharma and who suffer from addictions other than alcohol can benefit from *Addiction Recovery Through Buddhist Wisdom*. There are individuals from other recovery programs or who suffer from addictions other than alcohol/drugs who would also benefit from this book (p. 5).⁵²

Parenthetical

Individuals who are not members of Dharma Recovery or who suffer addictions other than alcohol/drugs can benefit from *Addiction Recovery Through Buddhist Wisdom* (Berg, 2023, p. 5).⁵³

⁴⁹ I made the deliberate choice not to use a direct quotation. Generally, my believe is that unless it is very important to use the author's specific words, it is always best to paraphrase or summarize. I tell my students that they need to assume that I am going to ask them to justify why they quoted an author. If they cannot come up with a very good reason, they shouldn't use the direct quote.

⁵⁰ APA citations require date of publication as well as the author's name.

⁵¹ APA recommends that you use past tense when citing your source. Therefore, in this example, when I revised the example from MLA to APA, I changed "argues" to "argued."

⁵² I made the deliberate choice not to use a direct quotation. Generally, my believe is that unless it is very important to use the author's specific words, it is always best to paraphrase or summarize. I tell my students that they need to assume that I am going to ask them to justify why they quoted an author. If they cannot come up with a very good reason, they shouldn't use the direct quote.

⁵³ I made the deliberate choice not to use a direct quotation. Generally, my believe is that unless it is very important to use the author's specific words, it is always best to paraphrase or summarize. I tell my students that they need to assume that I am going to ask them to justify why they quoted an author. If they cannot come up with a very good reason, they shouldn't use the direct quote.



Image by ar130405 and released on Pixabay.

Research Strategies



Image by geralt released on Pixabay.

Research Strategy #01:

Locate Internet Sources

Although we assume that everyone knows how to do an internet search, few people know how to search well. Here are some pieces of advice that will help you improve your internet searches.

- **Use Specific Terms:** When you are trying to get ideas, I recommend using broad terms such as **medical anthropology**. But when you are conducting research, you want to be more specific such as **medical anthropology environmental issues**. As you learn more about medical anthropology, your searches can get even more specific. For example: **medical anthropology environmental issues Latin America**.
- **Use Special Marks or Words:**
 - “ “ : When you place quotation marks around a phrase, it means that the results must include those exact words in that exact order. For example, when I searched for **what the bird with the human head knew** without quotation marks, I received 199,000,000 hits, but only one of the first one hundred search results referenced the poem by Anne Sexton. Putting quotation

marks around the phrase limited me to only 418 hits, but they all concerned Sexton's poem.

- -: You must use a negative sign in front of a word that you want excluded from your search. There should be no space between the negative sign and the word. If you are doing research to learn how Ivan Pavlov's experiment with dogs has entered social discourse, you might want to exclude search results that mention classical conditioning. When I did the search using `pavlov dog -"social conditioning"` as my search term, the more scientific discussions that didn't interest me were mostly eliminated.
- **AND:** When you want to ensure that your search includes two or more terms, you write AND in all capital letters between them.⁵⁴ If you search `whitman AND carpenter`, you will get search results that include both the poets Walt Whitman and Edward Carpenter, but not sites that include only one of them.
 - **OR:** If you wanted websites that included either of two terms, you could search for `whitman OR carpenter`. Unfortunately, this specific search will also give you internet sites about carpentry because your search terms are not specific enough. When this happens, use more specific terms—such as the full names for the poets—and quotation marks: `"walt whitman" OR "edward carpenter"`.
- **site:[URL]:** Sometimes, it is best to search a specific website or type of website. In that case, you would include `site:[URL]` as part of your search. For example, you are interested in promoting academic success for college student athletes, you might limit your search only to articles published by *Inside Higher Ed*. In this case, you might search for `academic success athlete site:insidehighered.com`. In the case where you only wanted to only search an educational website, you would include `site:.edu` as a search term.⁵⁵

⁵⁴Generally, using upper or lower case letters has no effect on your searches. The exception is the words "AND" and "OR" when they are written in all capital letters.

⁵⁵ Searching well takes critical thinking. For example, if you were to search `success athlete site:insidehighered.com`, none of the articles from *Inside Higher Education* would appear in your results.

- **Change Search Engine:** Because they use different algorithms,⁵⁶ not all search engines will give you the same results. Therefore, you might want to switch search engines. Instead of always searching on Google, you might try your search on Bing or Duck Duck Go, too.

⁵⁶ Algorithms are the magic used by search engines to conjure up the websites they find as well as the order in which they are presented. The potion used to make algorithms is made up of factors such as relevance, previous searches, the authority of the website, and other factors that are not released because they don't want their competitors to know how they operate. I am not using magical terms because Alexander and Rachel Liberacki, my grandparents, were magicians. Instead, the best way I explain algorithms is that it's all magic to me. I don't really understand the complexity of how they work. But I do know that it is best if I use multiple search engines while conducting research.

Citing Internet Sources

In this book, I can only provide the most basic formatting guides. You can do an internet search for variations using what you are looking for and the style. For example, if there is more than one author, search [mla format internet source multiple authors](#) to find out what you should do if you want an MLA citation but have more than one author of the your source.

MLA Format

Author. "Title." Website, Date, URL. Accessed.

Mullan, John. "Railroads in Victorian Fiction." *British Library*, 15 May 2014. www.bl.uk/romantics-and-victorians/articles/railways-in-victorian-fiction. Accessed 15 Sep. 2023.

APA Format

Lastname, F. M. (Year, Month Date). Title of page. Site name. URL

Mullen, J. (2014, May 15). *Railroads in Victorian fiction*. British Library. <https://www.bl.uk/romantics-and-victorians/articles/railways-in-victorian-fiction>.

Other

If you are using a different style guide for your research, I would encourage you to look it up and then write the basic information and an example here.

List proper citations for five quality internet cites you located. Include an annotation for each site.



Image by geralt and released on Pixabay.

Research Strategy #02: Consult a Librarian

My advice that I give to all students - Find a librarian that you like to work with and make them your NEW BEST FRIEND. Please feel free to quote me!

Alexa the Friendly Librarian

More than fifteen years ago, I first invited Professor Alexa Azzopardi to give a presentation in a class I was teaching. My students “knew” that any day when the librarian was guest lecturing, it was going to be a dull day. What they didn’t know was that they were going to lose—and lose big—in an exciting game of *Stump the Librarian* where they were given the opportunity to ask Professor Azzopardi difficult research questions. Once a question was asked, Professor

Azzopardi would conduct a variety of online and database searches to find the answer; searches which we projected on a screen in the front of the room.

I had offered a prize of 25 cents to anyone who could ask a question that Professor Azzopardi could not answer. Although the students tried hard to win the quarter, Professor Azzopardi could not be stumped. After all, she is a reference librarian and therefore knows everything. And what she doesn't know, she knows how to find.

Even though Professor Azzopardi has left my campus to take a full-time position in another state, I still give my students a worksheet each semester called "Alexa the Friendly Librarian" that they complete with one of the current librarians at my college.

Make friends with a reference librarian when you are still getting ideas and continue working with them throughout the semester.

Courtesy is Always Politically Correct

When I was in my early 20s, a mentor told me that "Courtesy is always politically correct." One way to be courteous is to let people know that we appreciate what they did to assist us.

First, list the name and email address of the reference librarian who assisted you with your research:

Librarian's Name:

Librarian's E-mail Address:

Now, send the librarian a short email thanking them for their assistance. The body of your email could be a variation of:

[Librarian's name],

Thank you for assisting me today while I was doing research on [list topic]. I especially appreciated [some specific thing they did for you or something you learned].

[Your name]



Bradner Library

<https://www.schoolcraft.edu/lss/library/>

Phone: 734-462-5316

Email: library@schoolcraft.edu

On the library website, there are links to the library's business hours as well as the online databases you can use to locate materials. There is also a link to frequently asked questions about library services. If you need passwords to access the college's databases, use your college issued account to email the library.

Learning Support Services

<https://www.schoolcraft.edu/lss/>

Phone: 734-462-4436

Email: learningsupport@schoolcraft.edu

In addition to the librarians who can assist you with your research, the Bradner Library also houses Learning Support Services where you can receive personalized assistance for meeting your academic goals. Learning Support Services provides peer tutoring not only in writing but in math and other areas as well. Throughout the year, Learning Support Services conducts seminars and workshops on a variety of topics.



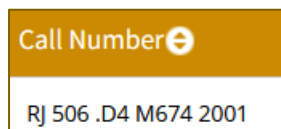
Image by jarmoluk and released on Pixabay.

Research Strategy #03: Locate Books

I tell students that they need to “Google the Bradner Library.” When you Google the Library, your goal is to go through as many books as possible during a short time period. You skim the table of contents and headers of the books—or chapters of the book—that interest you. Your goal is to see how others approach your area of interest. If you find a book that is particularly interesting, you can check it out and take it with you.

Related Books Shelved Together

Books on the same topic tend to be shelved together. When you are at the library, you can ask a reference librarian to help you locate the section that has books on your topic. Or you can look up books on your topic in the Schoolcraft Library Catalog to see the place where they are located. The direct link to the Schoolcraft Library Catalog is <https://sca.ent.sirsi.net/client/>.



After using the library catalogue to find books on depression, I came across Wendy Moragne’s *Depression*.⁵⁷ When I Google the Library, I am not as interested in this particular book as I am in where it is

⁵⁷ Moragne, Wendy. *Depression*. Twenty First Century Books, 2001.

located, something that I learn from the book's call number. By going to the shelf where Moragne's book is located, I know it is likely that I will find other books concerning depression.

Just looking at the books next to Moragne's, I might be surprised that "all the books" in the library on depression concern adolescents. This isn't the case. The RJ section of the library focuses on Pediatrics and the books classified in the 499-507 range deal with mental disorders in children. Other sections of the library contain books on depression as well.

For the purposes of this book, I am not going to explain how to use the library catalogue because there isn't a single catalogue. Different libraries use different software.

I am also not going to explain the meaning behind the call numbers or how to locate books in the library using a call number. Only librarians who catalogue books need to know what each part of the call number means. All you need to know is the call number.

As with library catalogues, libraries are not all set up the same. Librarians also create signage and handouts specific information for locating books in your library. Although the system seems baffling at first, once a librarian explains your library setup to you, finding books is easy.

A Note on Credibility

If I were doing research on depression in teenagers, I would be apprehensive about citing Moragne's book. I fear that it isn't a credible source.

The problem is that the book was published in 2001.⁵⁸ In the past 20+ years, we know more about the causes and treatment of depression than we did when the book was published. Without reading the book, I know that Moragne did not address issues such as TikTok, YouTube, and so forth because they did not exist at the time Moragne was writing their book. Date of publication is extremely important.

⁵⁸ One of the students who edited this section wrote, "Could we use the book published in 2001 to reference changes in research about depression?" Yes. You could. In that context, the book would be a credible source.

As academics, we need to use critical thinking skills as we apply the guidance found in *A Skillful Approach to College Research*. Generally speaking, a book on depression published in 2001 would likely not be a credible source to discuss depression. But if we were focusing on an historical understanding of depression, that same 2001 book might be very credible.

Other Ways to Find Books

Bookstores: Go to a local bookstore and look at their shelves.

Amazon: Amazon frequently allows you to look inside a book to see the table of contents and some of the pages. Often the entire introduction or first chapter of the book will be available.

Your Professor: Your professor might have books on your topic that they will share with you.

Friends and Family: Friends or family members might have books they could loan to you.

Your Own Collection: If you have selected a topic that interests you, you might already own books and other relevant materials.

Local Libraries: While college libraries are invaluable, you can find books at your local, community library.

Organizations: If there is a local organization in your area of interest, they might have a collection of books they make available to the public.

Google Books: Google has scanned over 40,000,000 books. Copyright, licensing, and other legal issues determine how much of the book's content you can view online.

Electronic Books: One of the research strategies discussed in this book is how to find electronic books in your library and elsewhere online.



A Very Short Introduction Series⁵⁹

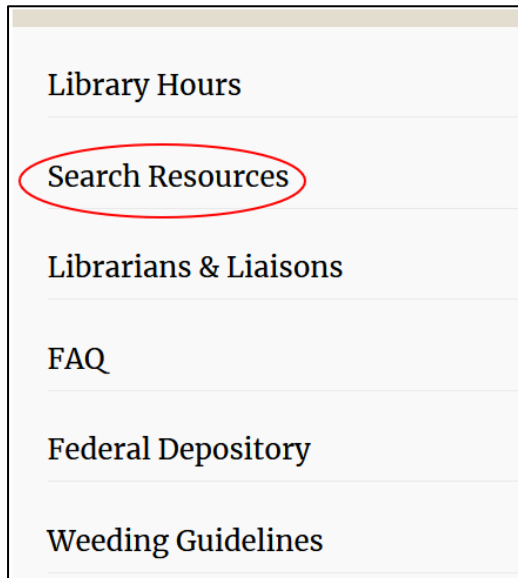
Oxford University Press publishes “A Very Short Introduction” series. Each book in the series provides a well written, general overview on the topic. If you come across one of their books in your library, you should check it out.

Dr. Kellie Riddell commented, “I love this series, too.”

⁵⁹“Very Short Introductions.” *Oxford University Press*. 2023. global.oup.com/academic/content/series/v/very-short-introductions-vsi/. Accessed 15 Sep. 2023.

Directions for Accessing the Schoolcraft College Catalog.

1. Go to <https://www.schoolcraft.edu/lss/library/>.
2. Click on the link for “Search Resources.”



3. Click on the link for “Library Catalogs.”




4. Click on the link for "Schoolcraft College Catalog."

Search Our Resources



▼ Library Catalogs


[Schoolcraft Library Catalog](#)
Search for items available on the shelves at Bradner library and Radcliff library.

5. Enter your search terms in the space provided and then click "Search."



Schoolcraft College

[Log In](#) | [My Account](#) | [My Lists](#) | [Library Information](#) |  | 

 Everything All Fields [Advanced Search](#)

Citing Books

In this book, I can only provide the most basic formatting guides. You can do an internet search for variations using what you are looking for and the style. For example, what if you were only using one chapter of a book? What if that chapter were written by someone other than the editor of the book. Search the name of the style you are using along with `format book chapter` or `format book chapter different author` to find your answer.

MLA Format

Last Name, First Name. *Title of Book*. Publisher, Publication Date.

Jensen, Darin, and Brett Griffiths, editors. *Two-Year College Writing Studies: Rational and Praxis for Just Teaching*. Utah State University Press, 2023.⁶⁰

APA Format

Author last name, first initial. (Year). Book title. Publisher.

Jensen, Darin, & Brett Griffiths (Eds.). (2023). *Two-Year College Writing Studies: Rational and Praxis for Just Teaching*. Utah State University Press.

Other

If you are using a different style guide for your research, I would encourage you to look it up and then write the basic information and an example here.

⁶⁰ For this example, I deliberately chose a book that was edited by two authors, one of whom was a contributor to this book. The reason I did this was because students often ask, "What if there is more than one author?" or similar questions, questions that cannot be answered by the sample formats included in this book. The sample formats give basic information. To find out, for example, how to cite a book with two authors or an editor or some other type of question, my recommendation is to do an Internet search before consulting your professor. If they are like me, they don't have all the formats memorized. They, too, would have to do a search to get the answer you need.

List proper citations for five books you located in the library or elsewhere. These should be books for which you obtained a physical copy. Include an annotation for each book.

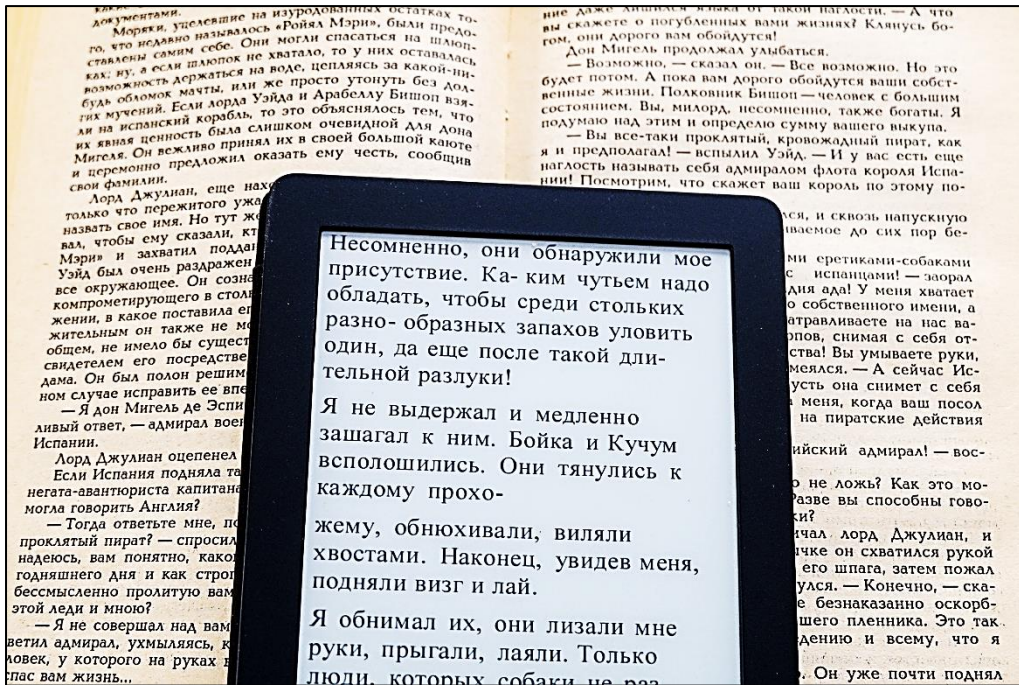


Image by sergei_spas and released on Pixabay.

Research Strategy #04: Locate Electronic Books

In Your Library

Many libraries have subscriptions for electronic books using a variety of different software. Check with your reference librarian to learn the resources at your college or local library.

Other Sources of Ebooks

To find ebooks, you can do an internet search of your topic plus a term such as ebook, free book, Open Educational Resource. I did a search for [political system anthropology free book](#) and located several interesting ebooks.

Specialized Databases

There are also some specialized databases that offer free ebooks. Earlier, I recommended that you use multiple search engines when conducting internet searches because each search engine will give different results. The same can be said for these specialized databases. Use identical search terms in each database and you will get different books recommended. Later, when I talk about doing research for journal articles in databases, I will make the same recommendation to consult more than one database.



Google Books

<https://books.google.com/>

Google has scanned over 40,000,000 books and makes them available for your use. Because of copyright issues, not all the books are available in their entirety. We will discuss locating Google Books and other advantages of the database as a separate research strategy.



Project Gutenberg

<https://www.gutenberg.org/>

The mission of Project Gutenberg is to "To encourage the creation and distribution of eBooks." Their development policy focuses on literature and other written works that are not currently protected under United

States copyright, works that are in the public domain.⁶¹ This means that you will not find contemporary books or books that reflect current research at Project Gutenberg.



Internet Archive

<https://archive.org/>

The Internet Archive describes itself as “a non-profit library of millions of free books, movies, software, music, websites, and more.” The Internet Archive includes 735 billion web pages, 41 million books and texts, 14.7 million audio recordings (including 240,000 live concerts), 8.4 million videos (including 2.4 million Television News programs), 4.4 million images, 890,000 software programs.⁶²



Open Library

<https://openlibrary.org/>

The Open Library is affiliated with the Internet Archive. The Open Library allows you to check out free library books and read them online.

⁶¹After a certain length of time, books and other creative work enter into the public domain. These works may be used and distributed freely without seeking permission of the author or owner of the copyright. Depending on when a book was published determines when it enters the public domain. Generally, as a researcher, you don't need to worry about the legal issues of copyright law. Even if a book, article, or other printed work is still covered under copyright, you may still quote small sections of it in your research projects.

⁶² “About the Internet Archive.” *Internet Archive*. archive.org/about/. Accessed 16 Sep. 2023.

Citing E-Books

The format tells the reader which version of the book we cited. For example, there are three published versions of my *Addiction Recovery Through Buddhist Wisdom*: two e-books and a paperback edition. The content could vary between the editions because they are formatted differently. As a result, content on a certain page of the .PDF version of the book could be found on a different page in the paperback edition.

MLA Format

Author. Title. Website, Date, URL. Accessed.⁶³

Berg, Steven L. *Addiction Recovery Through Buddhist Wisdom: A Dharma Recovery Journal*. Ehipassiko Press, 2023.
<https://ehipassikopress.org/publications/manuscripts/addiction.pdf>. Accessed 1 Oct. 2023.

APA Format

Author, F. M. (Year of publication). Title of work: Capital letter also for subtitle. Publisher Name. DOI (if available) or URL

Berg, S. (2023). *Addiction recovery through Buddhist wisdom: A dharma recovery journal*. Ehipassiko Press.
<https://ehipassikopress.org/publications/manuscripts/addiction.pdf>.

Other

If you are using a different style guide for your research, I would encourage you to look it up and then write the basic information and an example here.

⁶³ In providing this basic format, I am assuming that you are reading e-books online. If you are using a Kindle or some other device for reading books, the basic format is:

Last Name, First Name. Title of Book. Publisher, Date.

**List proper citations for five e-books you located.
Include an annotation for each book.**

The screenshot shows the EBSCOhost search interface. At the top, there are navigation links: New Search, Publications, Subject Terms, Cited References, Images, More, Sign In, Folder, Preferences, Languages, Help, and Exit. The search bar contains the text "importance of academic journals". Below the search bar are three "AND" filters, each with a "Select a Field (optional)" dropdown and a "Search" button. The search results section shows "Search Results: 1 - 10 of 10,766". The first result is "Award-Winning Scholarship and the Importance of Academic Journals" by Jaeger, Paul T., Keltzich, Karen, Taylor, Natalie Greene, Gorham, Ursula. The result includes a small icon of a book, the text "Academic Journal", and links for "HTML Full Text" and "PDF Full Text".

Research Strategy #05: Locate Journal Articles

Academic journals, which are sometimes called peer reviewed journals or scholarly journals, publish what is considered the most credible types of research. In academic journals, an editor sends an author's manuscript to several people who have expertise in the area in which the author is writing. These individuals, known as peer reviewers, review the manuscript and then recommend that the manuscript be published, not published, or published pending revisions. Usually, the work is reviewed anonymously. The peer reviewers don't know the name of the author whose work they are reading.⁶⁴

Although some academic journals are published online, you will mostly access journal articles through a database to which your library has a subscription. Because different libraries own different subscriptions, I cannot provide you with step-by-step directions to access the databases at your library. Your reference librarian can assist you.

Generally, a library will have subscriptions for more than one database. Each database makes its own agreements with publishers concerning what they can make available. I recommend that you consult more than one database if they are available to you. For example, I once wanted to read Jonathan Auerbach's "President McKinley at Home: How Early American Cinema Made News."⁶⁵

⁶⁴ There is currently a movement for "open review" where the peer reviewers not only know the name of the author but might also work with them on revisions. My "The Pedagogy of Trolls" was published in a peer reviewed journal that had open review.

Berg, Steven L. "The Pedagogy of Trolls." *Hybrid Pedagogy*. 25 May 2015. hybridpedagogy.org/the-pedagogy-of-trolls/. Accessed 16 Sep. 2023.

⁶⁵ Auerbach, Jonathan. "President McKinley at Home: How Early American Cinema Made News." *American Quarterly*, vo. 51, no. 4, 1999, pp. 797-832. JSTOR. Accessed 17 Sep. 2023.

Unfortunately, it was not available in Academic Search Complete, the database I most frequently use. But my college library also subscribes to JSTOR and the article was available there.⁶⁶

Reading Journal Articles

You might find journal articles to be intimidating, especially the sections that discuss research methodology and data analysis. My advice for making journal articles less intimidating is to not read those sections. I know that I rarely read them.

Journals are the ^{best} of the best because they include the details found in the sections on methodology and data collection, sections that were reviewed by experts before the journal article was published. As such, as long as I made sure that the study applies to my research,⁶⁷ I can trust the source.

When I read a journal article, I first begin with the abstract to make sure that the article applies to my research. Then I read the introduction and conclusion. Generally, that is enough. My recommendation is that this is how you should approach journal articles as well.

Journals Are the Best of the Best

Dr. Kellie Riddell commented:

I like the short, purple spotlight boxes you put at the bottom of many sections. Can we add one about how journal articles are the best of the best and how to read them with ease?

Students can be too intimidated by them, and I like to really emphasize how important they are and how to read them easily by focusing on the abstract.

Yes, Dr. Riddell, we can!

⁶⁶ Libraries have a variety of databases to which they subscribe. Academic Search Complete and JSTOR are specific to my college. The point here is not the specific databases but that databases have different resources available in them. Just because you cannot find someone in one database doesn't mean it won't be available in another one.

⁶⁷ For example, if I am doing research on how students respond to a specific teaching technique, I would make sure that the author was writing about college students and not elementary students.



Google Scholar

Because of its similarity to the online database to which your college subscribes, I decided not to discuss it as a separate search strategy. Furthermore, because I am comfortable with my college's databases and have some concerns about Google Scholar, I would not have mentioned Google Scholar had Dr. Kellie Riddell not commented "I would also like us to add a section on Google Scholar."

What are my concerns? The first is that Google Scholar does not use the same rigor in deciding what journals it includes in its database. Specifically, it includes what are known as predatory journals. Predatory journals charge an author a fee to be published in them. Regardless of the quality of the article, if an author pays the fee, they are practically guaranteed publication.

Because it includes predatory journals, the "journal articles" identified by Google Scholar are not always the best of the best. It is difficult to determine—without doing research about the journal itself—whether Google Scholar is recommending a quality, peer reviewed article from a reputable journal or an article from a predatory journal whose content was not reviewed and verified by experts in the field. If you stick to the journals that appear in your college's databases, you don't need to worry that you will accidentally stumble across something published in a predatory journal.

Should You Avoid Google Scholar?

Not necessarily, especially because it is recommended by Dr. Riddle. Because I trust her judgement, I am willing to recommend it in this book with the recommendation that you read the Wikipedia's entry on "Google Scholar" before you do.⁶⁸

After reading her suggestion that I include mention of Google Scholar in this book, I decided that I will start recommending it to my students. But I will discuss both benefits and disadvantages of Google Scholar with my students, something that I know Dr. Riddell does with her students.

⁶⁸ "Google Scholar." *Wikipedia*. 29 Sept. 2023. en.wikipedia.org/wiki/Google_Scholar. Accessed 16 Oct. 2023.

Passwords

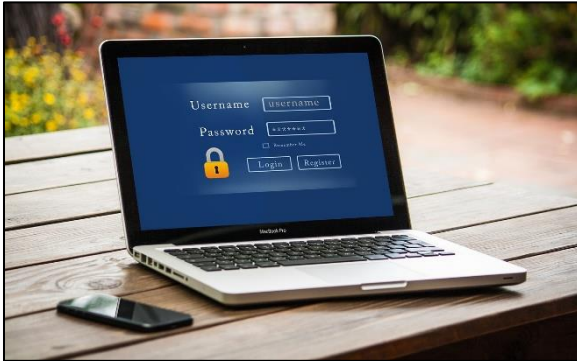


Image by Mohamed_hassan and released on Pixabay.

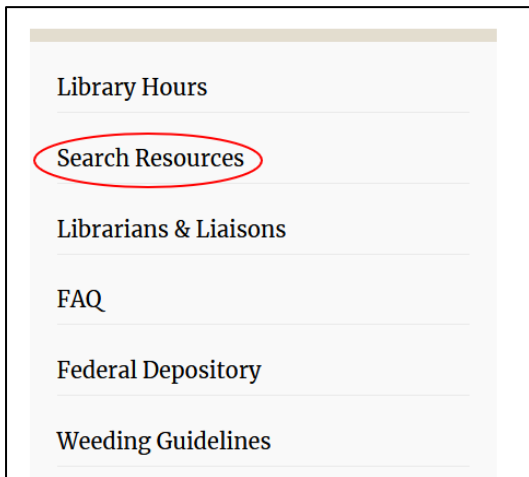
I cannot legally print passwords for databases in this book. However, to obtain a password via email, send a request **using your *Schoolcraft College email*** account to library@schoolcraft.edu.

Once you have them for your library's databases, list them here.

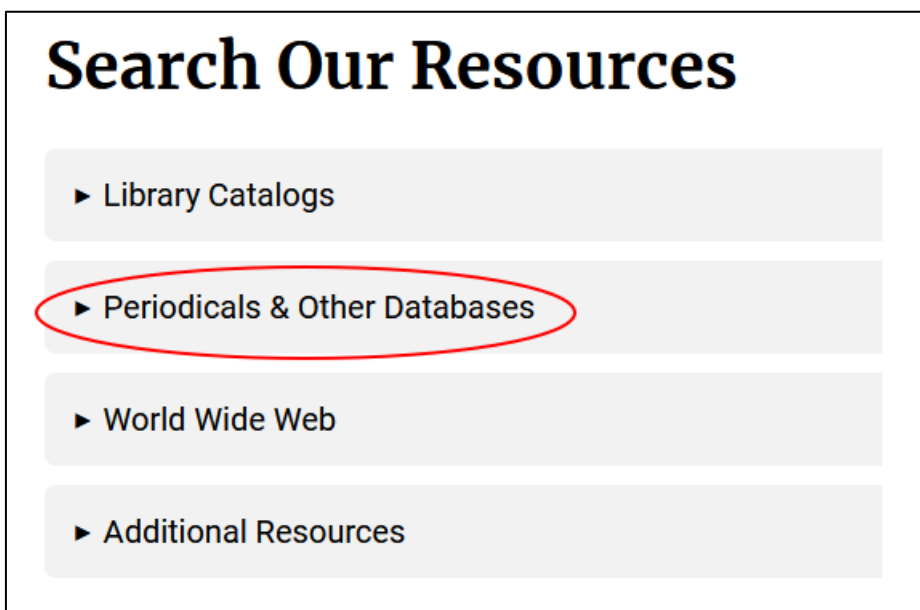
Directions for Accessing Journal Articles in Academic Search Complete

Academic is not the only database at Schoolcraft College.

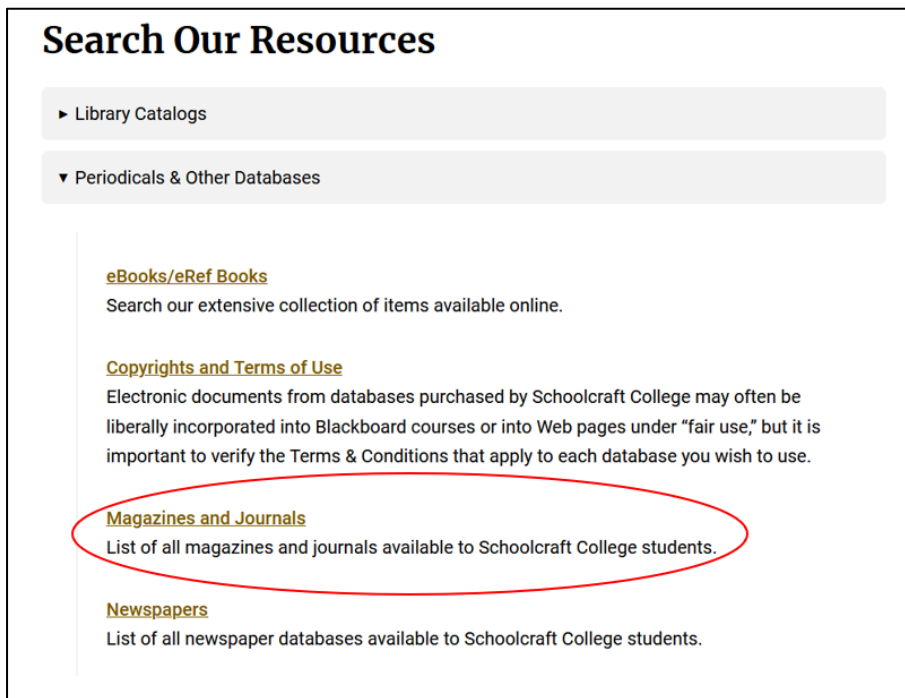
1. Go to <https://www.schoolcraft.edu/lss/library/>. In the left column, click on the tab “Search Resources.”



2. Under the “Search Our Resources Header,” select “Periodicals and Other Databases.”



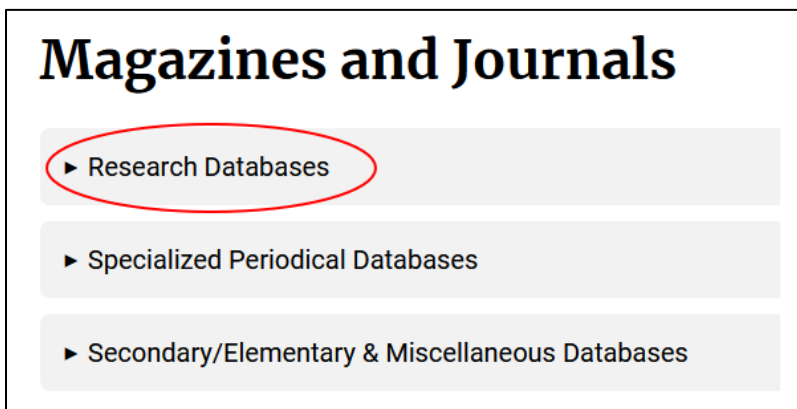
3. Under the “Periodicals & Databases” header, select “Magazines and Journals.”



Search Our Resources

- ▶ Library Catalogs
- ▼ Periodicals & Other Databases
 - [eBooks/eRef Books](#)
Search our extensive collection of items available online.
 - [Copyrights and Terms of Use](#)
Electronic documents from databases purchased by Schoolcraft College may often be liberally incorporated into Blackboard courses or into Web pages under “fair use,” but it is important to verify the Terms & Conditions that apply to each database you wish to use.
 - [Magazines and Journals](#)
List of all magazines and journals available to Schoolcraft College students.
 - [Newspapers](#)
List of all newspaper databases available to Schoolcraft College students.

4. Under the “Magazines and Journals” header, select “Research Databases.”



Magazines and Journals

- ▶ Research Databases
- ▶ Specialized Periodical Databases
- ▶ Secondary/Elementary & Miscellaneous Databases

5. Under the “Magazines and Journals” header, select “Academic Search Complete.” For these directions, I am going to ask that you select the “Off Campus” link so that I can show you where to enter passwords. If you are on campus and select the “On Campus” link, you are not required to use a password. As a result, you can skip the next step.

Magazines and Journals

▼ Research Databases

Source	On-campus link	Off-campus link
ABC-Clilo Databases	on campus	off campus
Academic Search Complete	on campus	off campus
Associates Program Source	on campus	off campus
EBSCO Discovery Service	on campus	off campus
EBSCOhost Web	on campus	off campus
JSTOR (Arts & Sciences I, II & IV and Life Scis Collections)	on campus	off campus

6. For this step you need a password. To obtain a password via email, send a request **using your Schoolcraft College email** account to library@schoolcraft.edu.

Sign In

User ID

Password

[Forgot your MyEBSCO password?](#)

7. After you sign in and before doing anything else, I recommend that you limit your search results to Full Text and Peer Reviewed sources. You can find the boxes to mark in the “Search Options” section.

While there can be valuable articles published in magazines that relate to your research. For this strategy, you only want to find the peer reviewed articles. At least for now, you want to make sure that the database has the complete article available. That is why you select “Peer Reviewed.”

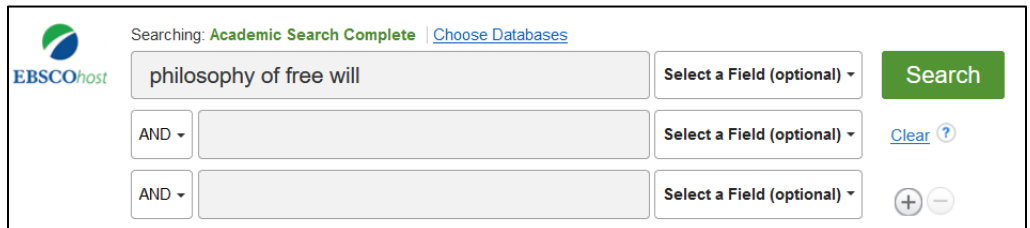


Limit your results

Full Text

Peer Reviewed

8. Now enter your search terms in the fields provided. I usually begin with very broad searches and then narrow them down later. For example, I am going to begin my search using **philosophy of free will** as my reach terms. After you enter your terms, click on the “Search” button.



EBSCOhost Searching: [Academic Search Complete](#) | [Choose Databases](#)

philosophy of free will Select a Field (optional) Search

AND Select a Field (optional) Clear ?



AND Select a Field (optional) + -

- You will now get a list of articles that are in Academic Search Complete. The title of the article is a hot link that you can click to get an abstract—or summary—of the article. The names of the authors and other information you require for your Works Cited list are available. Some articles have a link for a PDF version of the article, an HTML version, or both.

3. [Logic and the free will problem.](#)

By: van Inwagen, Peter. Social Theory & Practice. Fall90, Vol. 16 Issue 3, p277-290. 14p. 2 Diagrams.

Subjects: **FREE will & determinism**; ACT (**Philosophy**); ETHICS; STUDENTS; LOGIC; **PHILOSOPHY**

Academic Journal  [HTML Full Text](#)  [PDF Full Text \(3.8MB\)](#)

- Once you click on the title of the article, it will open to a page that includes an abstract which is a summary of the article. Read this first. In a column on the right, you will see tabs that give you the ability to print the article, email it to yourself, and save it to your hard drive. Other functions are also available in this column. Links to open the article to read it on screen.



Detailed Record

HTML Full Text

PDF Full Text (3.8MB)

Find Similar Results using SmartText Searching.

Result List Refine Search 1 of 99

Logic and the free will problem.

Authors: [van Inwagen, Peter](#)

Source: [Social Theory & Practice](#): Fall90, Vol. 16 Issue 3, p277-290. 14p. 2 Diagrams.

Document Type: Article

Subject Terms: [*FREE will & determinism](#)
[*ACT \(Philosophy\)](#)
[*ETHICS](#)
[*STUDENTS](#)
[*LOGIC](#)
[*PHILOSOPHY](#)

Abstract: The article focuses on getting an intuitive grip on the problem of free will and determinism. The best way to get an intuitive grip on the problem is to think of the alternatives that one considers in deliberation as being incidents that are included in alternative futures, and to think of alternative futures diagrammatically, in the way suggested by a path or a river or a road that literally forks. It is a common opinion that free will is required by morality. This common opinion is examined from the perspective that is provided by looking at time as a garden of forking paths. It has seemed obvious to most people who have not been exposed to philosophy that free will and determinism are incompatible. It is almost impossible to get beginning students of philosophy to take seriously the idea that free will and determinism are compatible. Indeed, people who have not been exposed to philosophy usually understand the word determinism to stand for the thesis that there is no free will. One might think that the incompatibility of free will and determinism deserves to seem obvious because it is obvious.

Author Affiliations: *Department of Philosophy, Syracuse University

Full Text Word Count: 5061

ISBN: 0037-802X

Accession Number: 9608263917

Tools: Google Drive, OneDrive, Add to folder, Print, E-mail, Save, Cite, Export, Create Note, Permalink, Listen, Translate

Citing Journal Articles (Published in a Database)

For journal articles, the place you read it determines the format for your citation. Earlier, I cited my journal article "Pedagogy of the Trolls" which was published online. I used the format for internet sources to cite it. If you read a journal article in the journal itself, you would cite it differently than an article you located through a database. If you did not locate your article in a database, you can search for [cite journal article \[style\]](#). Replace "[style]" with "MLA," "APA," or whatever citation style you want to use.

MLA Format

Author. "Title of Article." *Title of Journal, Volume, Issue, Year,*
Pages. Database, DOI [if available]. Date of Access.

Antonaccio, Carla. "Iron Age Reciprocity." *Journal of Mediterranean Archaeology*, vol. 29, no. 1, 2016, pp. 104-111. DOI: 10.1558/jmea.v29i1.31049. Academic Search Complete. Accessed 25 Jul. 2023.

APA Format

Lastname, F. M. (Year). Title of article. *Title of Periodical,*
Vol.(Issue), page numbers. DOI

Antonaccio, C. (2016). "Iron age reciprocity." *Journal of Mediterranean Archeology*, 29.1 (2016), 104-111. 10.1558/jmea.v29i1.31049.

Other

If you are using a different style guide for your research, I would encourage you to look it up and then write the basic information and an example here.

List proper citations for five journal articles you located. Include an annotation for each article. Please do not include any Google books in the list.



Research Strategy #06: Locate Google Books

Google has scanned over 40,000,000 books which they make available to you. Depending on copyright issues, sometimes you can access the entire book. As an American historian, I especially like Google Books because I can access books from the historical period I am studying, especially for books that have entered the public domain.⁶⁹

When you look at the list of books you locate using Google Books, you will notice that the following notations are included with the books. This tells you how much of the book (or magazine article) is available online.

- **No Preview:** You cannot read the book. However, there are often links available where you can purchase a copy of the book.
- **Preview:**⁷⁰ This means that although you can read part of the book, pages will be missing from it. Sometimes, the portion of the book available online is the portion of the book that is most relevant for your

⁶⁹ January 1 is known as Public Domain Day. Each year on January 1, a new batch of books enter the public domain which means that they can be used without the owner's permission. Legally, Google can post copies of books in the public domain as part of their database. A book not in the public domain would require a special permission or license to publish in its entirety. Currently, books published during 1927 or earlier are in the public domain.

Dates Matter: As I have said previously, dates of publication matter. "Currently" in the previous sentences refers to the year 2023. If you are reading this footnote in 2024, books published during 1928 have entered the public domain. On 1 January 2025, books published during 1929 will have entered the public domain.

⁷⁰ Dr. Kellie Riddell asked, "Should we add a note that Preview is usually the most helpful?" For the type of research most of my students do, Preview is usually the most helpful, except when it isn't. As an historian, Full View is generally the most helpful because it provides access to the complete historical book. Snippet view is most helpful when I want to verify a quotation. One of the reasons you should read multiple sources for the "same" content is that you get different perspectives.

research. At other times, the portions of the book you want are on pages you cannot access.

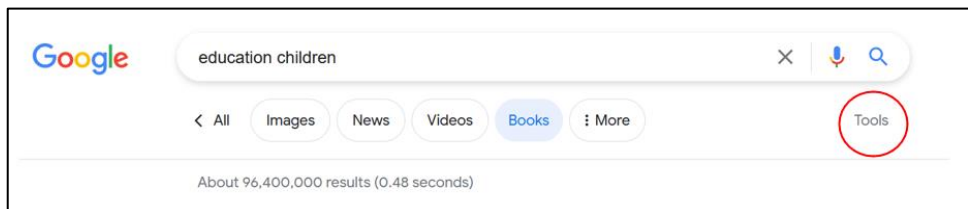
- **Snippet View:** You can only see small portions of the book; generally a snippet close to where your search term is found in the book. There have been times when the snippet provides the information you need for your research.
- **Read:** This means that the entire book is available online. Typically, you can download copies of the book.
- **Full View:** You can see the entire magazine article. Full view is not usually a term used for books.⁷¹

Directions for Accessing Google Books

1. Go to <https://books.google.com/> and enter your search topic in the search bar.



2. Click on the tools button.



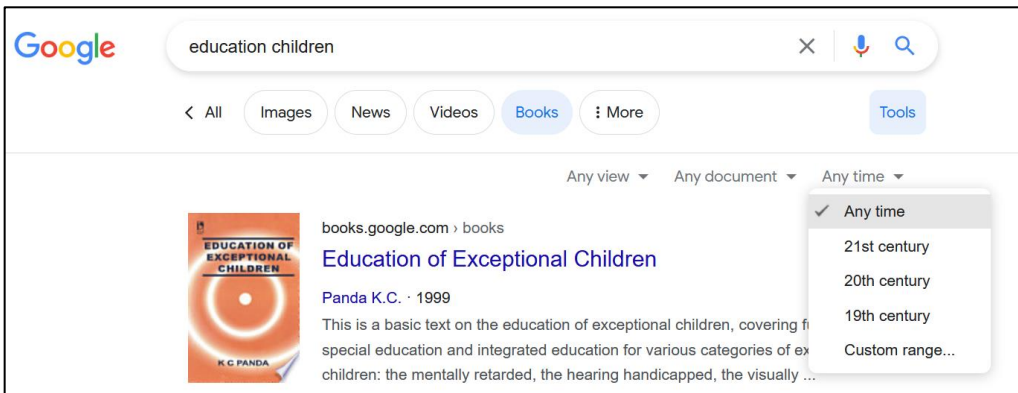
⁷¹ It might surprise you to learn that you can plagiarize yourself. Even though I am the author of these descriptions, because they have been previously published, I need to cite my source.

[Berg, Steven L.] "Research Strategies: Finding Google Books." *Student Course Resource Guide, Schoolcraft College*. bbaddins.schoolcraft.edu/addins/dl/help-videos/resource-guide/rs5-google.html. Accessed 16 Sep. 2023.

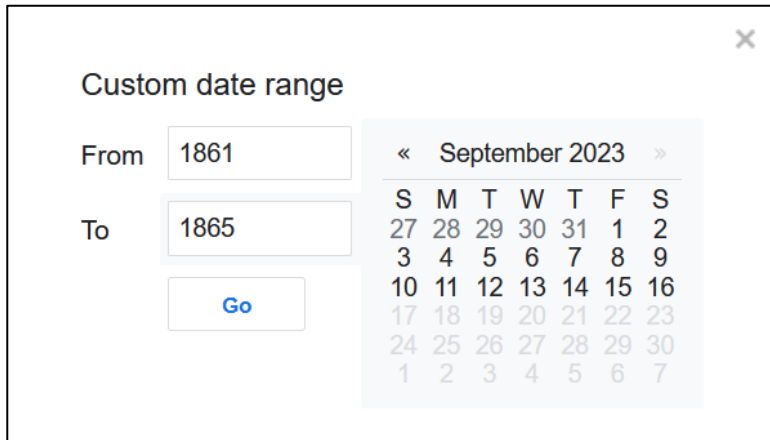
- Next, click on the button for “Any Document” if you want to search for only books or only magazines or only newspapers.



- If you want to limit your search to a custom range, you can click on the button for “Any Time.” This can be handy if you want to view contemporaneous documents for the period you are studying. Contemporaneous documents are those that are published around the time period you are studying. In my early American history classes, I often give an assignment where students are required to only consult books published before 1800.



5. If you are studying the American Civil War, you might be interested in education for American children between 1861 and 1865. After I click on “Custom Range,” I enter these dates in the search bar. I then click “Go.”



Custom date range

From

To

« September 2023 »

S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

6. Click on the title of a book that interests you.



books.google.com › books

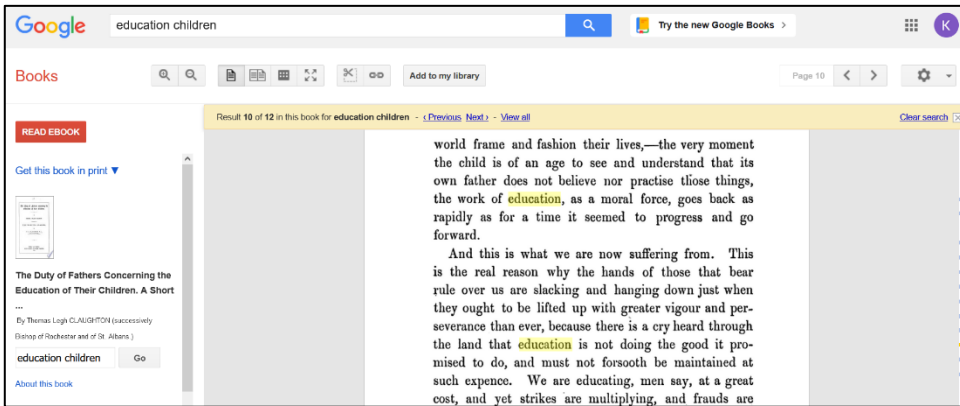
[The Duty of Fathers Concerning the Education of Their ... - Page 10](#)

Thomas Legh CLAUGHTON (successively Bishop of Rochester and of St. Albans.) · 1864

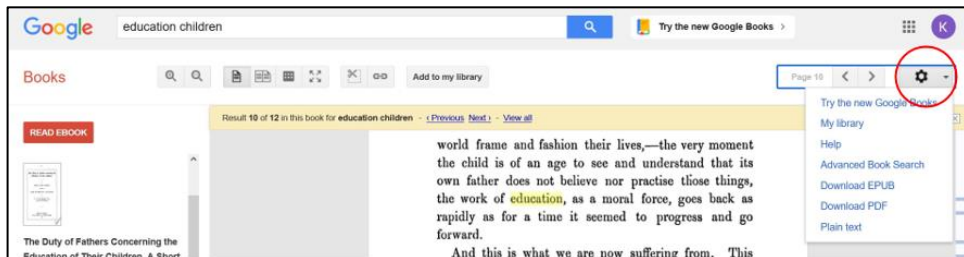
FOUND INSIDE – PAGE 10

... **children** are not bettered . Why are they not bettered ? We see it every day in the place we live in , where of the **children** that are being educated not one in ten see their own father obeying the holy doctrines which they are taught ...

7. From this page, you can read the book online.



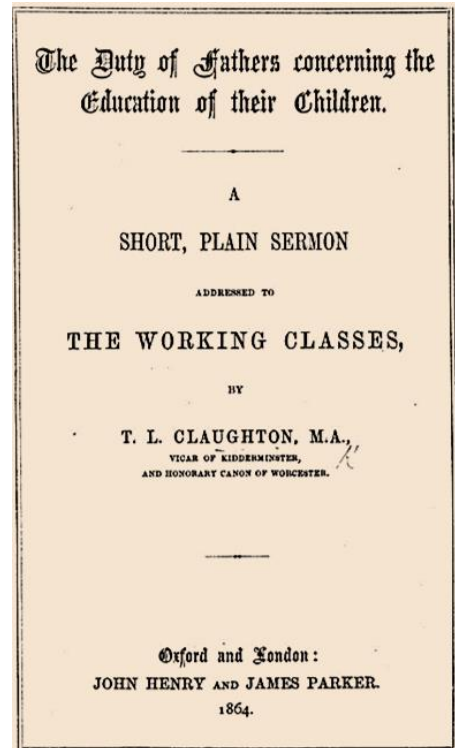
8. Clicking on the settings icon, you can find the link to download the book in .PDF or in .EPUB format, save the file to your computer, or view it in plain text.



A Note on Critical Thinking

T.L. Claughton's *The Duty of Fathers Concerning the Education of Their Children* was published in 1864. This fits the time period for the American Civil War. But is this book relevant for your research project on the education of children during this time period? Possibly. But likely not.

Because printers John Henry and James Parker's offices are in Oxford and London, this is a British Publication. While it is true that some British publications such as Mary Wollstonecraft's *A Vindication of the Rights of Woman*⁷² were widely read in the United States as well as in England, this might not be the case for Claughton's book. You would need to do additional research before knowing whether Claughton's views were representative of American attitudes.



⁷² Wollstonecraft, Mary. *A Vindication of the Rights of Woman: With Strictures on Political and Moral Subjects*. Thomas and Andrews, 1792. Google Books, Accessed 16 Sep. 2023.

Citing Google Books

I have had students cite Google Books that did not have a preview. By citing the source, they were claiming that they had consulted the book while writing their paper, something that would have been impossible for them to do if there was no preview of the book. Citing a source that you didn't consult is academically dishonest and is ground to fail your research project—or even the course.

MLA Format

Last Name, First Name. *Title*. Publisher, Date. Google Books. Accessed.

Cloughton, T.L. *The Duty of Fathers Concerning the Education of Their Children: A Short, Plain Sermon Addressed to the Working Classes*. John Henry and James Parker, 1864. Google Books. Accessed 16 Sep. 2023.

APA Format

In APA format, you do not need to distinguish between an e-book and a print copy of the book if the content is the same. Therefore, use the same format as for books.

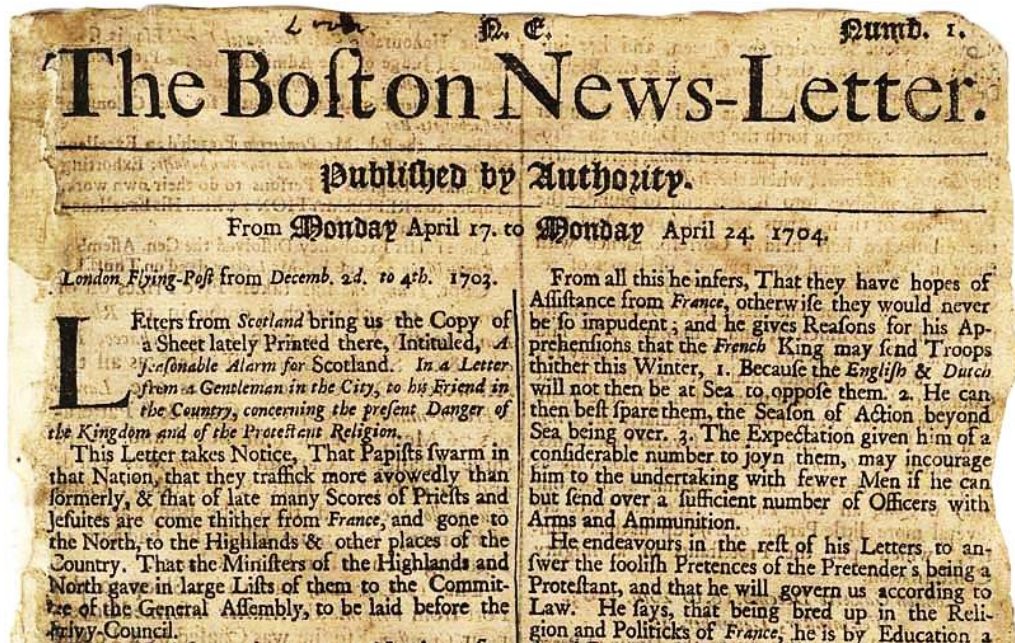
Author last name, first initial. (Year). *Book title*. Publisher.

Cloughton, T.L. (1864). *The Duty of Fathers Concerning the Education of Their Children: A Short, Plain Sermon Addressed to the Working Classes*. John Henry and James Parker.

Other

If you are using a different style guide for your research, I would encourage you to look it up and then write the basic information and an example here.

**List proper citations for five Google books you located.
Include an annotation for each book.**



The Boston News-Letter was the first newspaper published on a continuous basis in the British American colonies in North America.

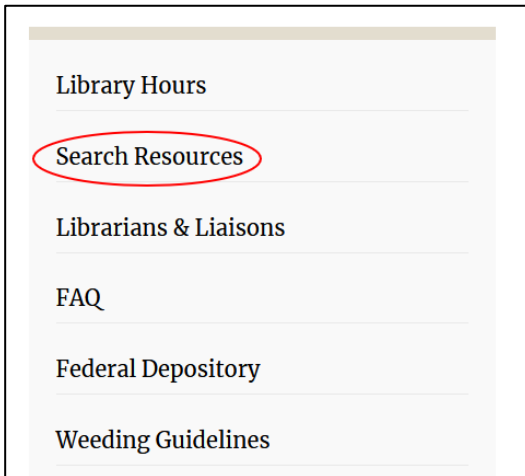
Research Strategy #07:

Locate Newspaper Articles

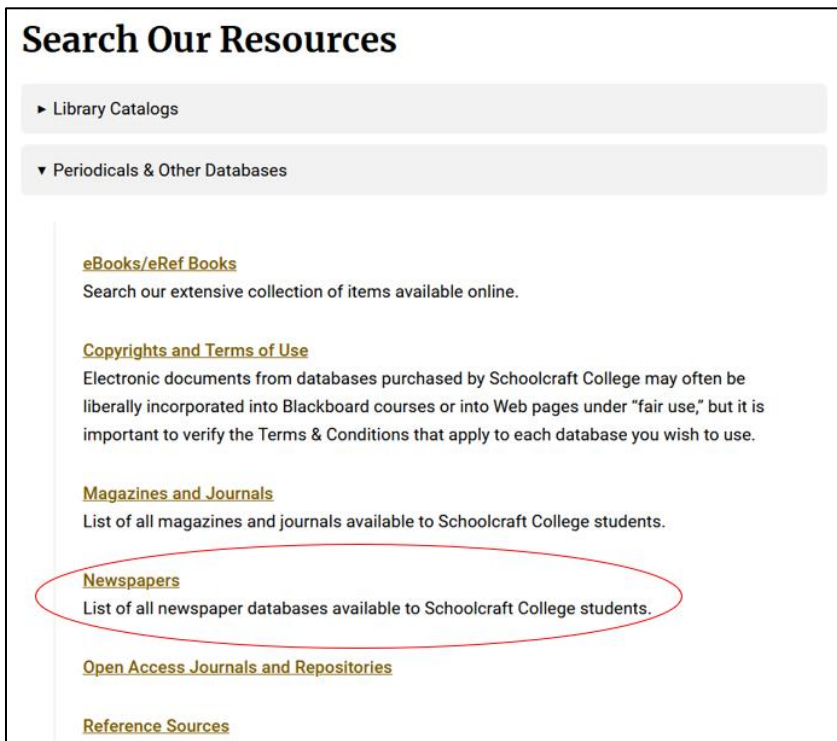
Newspaper articles can be excellent primary sources to consult, especially when writing about current events. However, many databases also include historical newspapers.

Directions for Accessing Newspaper Articles

1. Go to <https://www.schoolcraft.edu/lss/library/>. In the left column, click on the tab “Search Resources.”



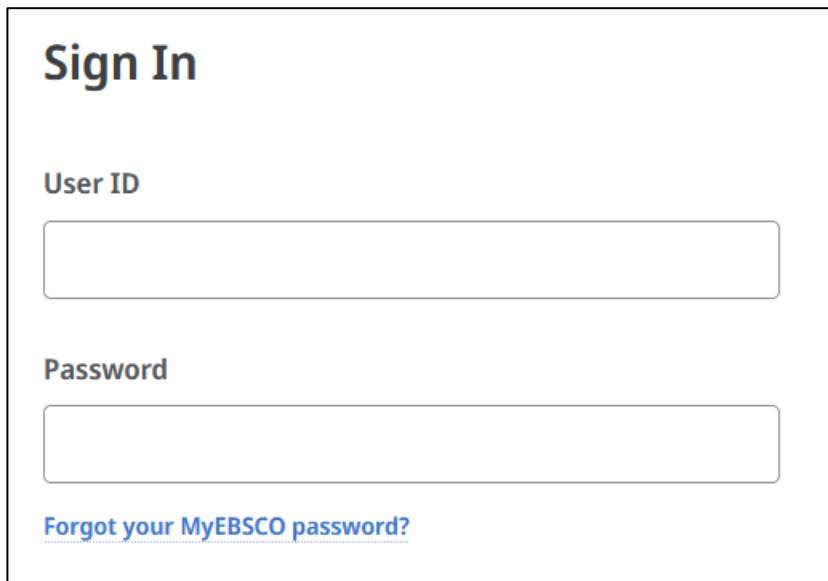
2. Under the “Search Our Resources Header,” select “Periodicals and Other Databases.”



3. Select the link for “Full and Partial Text Newspaper Databases.”



4. For this step you need a password. To obtain a password via email, send a request **using your Schoolcraft College email** account to library@schoolcraft.edu.



The image shows a screenshot of a "Sign In" form. It has two input fields: "User ID" and "Password". Below the "Password" field is a link that says "Forgot your MyEBSCO password?".

- Before you begin your search, you should limit it to full text only. You might also desire to limit the search for results from only a specific time period.

Limit your results

Full Text

Publication Date

Start month: Start year: — End month: End year:

- Now, enter your search terms in the space provided and click on the “Search” link.


artificial intelligence in education Select a Field (optional) ▾ Search

AND ▾ Select a Field (optional) ▾ Clear ?


AND ▾ Select a Field (optional) ▾ + -

- From the list of articles, click on the name of one that interests you.

1. [Artificial intelligence and beyond: University researchers pursue advances in 'deep learning'](#).

 By: Griffith, Conor: State Journal (WV). 11/13/2017, p11-11. 3/4p.

Subjects: ARTIFICIAL intelligence in education; DEEP learning; STUDY & teaching of medicine; FORENSIC science education; BOURLAI, Thirimachos

 [PDF Full Text](#) (522KB)

- Once you click on the title of the article, it will open to a page that includes an abstract which is a summary of the article. Read this first. In a column on the right, you will see tabs that give you the ability to print the article, email it to yourself, and save it to your hard drive. Other functions are also available in this column. Links to open the article to read it on screen.

Detailed Record

 PDF Full Text (522KB)

[Find Similar Results using SmartFeed Searching](#)

Artificial intelligence and beyond: University researchers pursue advances in 'deep learning'

Authors: [Griffith, Conor](#)

Source: [State Journal \(WV\)](#). 11/13/2017, p11-11. 3/4p.

Document Type: Article

Subjects: [ARTIFICIAL intelligence in education](#)
[DEEP learning](#)
[STUDY & teaching of medicine](#)
[FORENSIC science education](#)
[BOURLAI, Thirimachos](#)

ISSN: 1521-8767

Accession Number: 128194377

+ Result List Refine Search - 1 of 1,130 +

Tools

 Google Drive

 OneDrive

 Add to folder

 Print

 Email

 Save

 Cite

 Export

 Create Note

 Permalink

Citing Newspaper Articles (In a Database)

For newspaper articles, the place you read it determines the format for your citation. There is generally a difference if you find the article through an internet search or in a dataset or if you read it in the print copy of the newspaper itself.

MLA Format

Authors. "Title." Newspaper, Date, Page. Database. Accessed.

Edmund, Irwin. "Portrait of an Undergraduate of 1934: He is Unlike His Predecessors in His Philosophy of Life and He Is Deeply Concerned with the Issues of the Day." *New York Times*. 6 May 1934. p. SM3. Proquest. 17 Sep. 2023.

APA Format

In APA formatting, you use the same format for any periodical whether it is published in a database or not.

Lastname, F. M. (Year). Title of article. Title of Periodical, Vol. (Issue), page numbers. DOI

Edmund, I. (6 May1934). Portrait of an undergraduate of 1934: He is unlike his predecessors in his philosophy of life and he is deeply concerned with the issue of the day. *New York Times*. SM3.

Other

If you are using a different style guide for your research, I would encourage you to look it up and then write the basic information and an example here.

List proper citations for five newspaper articles you located. Include an annotation for each article.



Research Strategy #08:

Locate Americans with Disabilities Act (ADA) Compliant YouTube Videos

On 23 April 2005, Jawed Karim uploaded the first video on YouTube. Filmed at the San Diego Zoo, *Me at the Zoo* is a 19 second video in which Karim provides insight that elephants “have really, really, really long trunks.”⁷³ Originally conceived as a video version of the HOTorNOT website which allowed viewers to rate the attractiveness of potential romantic partners, YouTube did not seem destined to become the valuable academic source it is today.⁷⁴

In searching for academic sources for your research project, whether a video is ADA compliant or not might not be important to you—if you are not hearing impaired. But if you are using a video in a presentation, you want to ensure that the closed captioning is at least 99% accurate.

Directions for Locating an ADA Compliant Video

1. Go to <https://www.youtube.com/> and enter your search terms in the search bar and press enter.

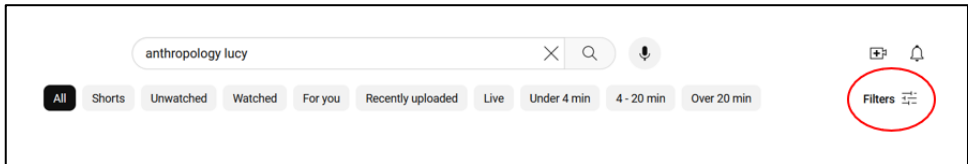
For example, if you were doing research on early humanoids in an anthropology class, your search might look like this.



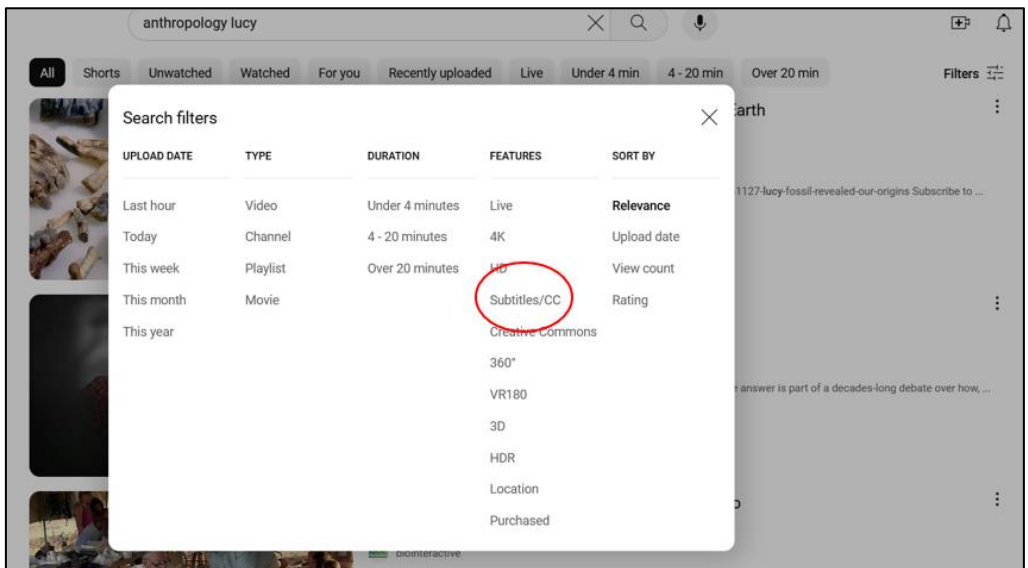
⁷³ Karim, Jawed. “Me at the Zoo.” 23 Apr. 2005. YouTube, Uploaded by jawed, 23 Apr. 2005. www.youtube.com/watch?v=jNQXAC9IVRw. Accessed 17 Sep. 2023.

⁷⁴ Cloud, John. “The YouTube Gurus.” *Time*, 25 Dec. 2006. content.time.com/time/magazine/article/0,9171,1570795-5,00.html. Accessed 17 Sep. 2023.

2. Although I now have a list of videos about Lucy, our 3.5 million year old ancestor, before doing anything else I am going to limit my search to only videos that have subtitles or closed captioning. I do this by first clicking on the “Filters” tab.⁷⁵



3. Then, I click on the “Subtitles/CC” button

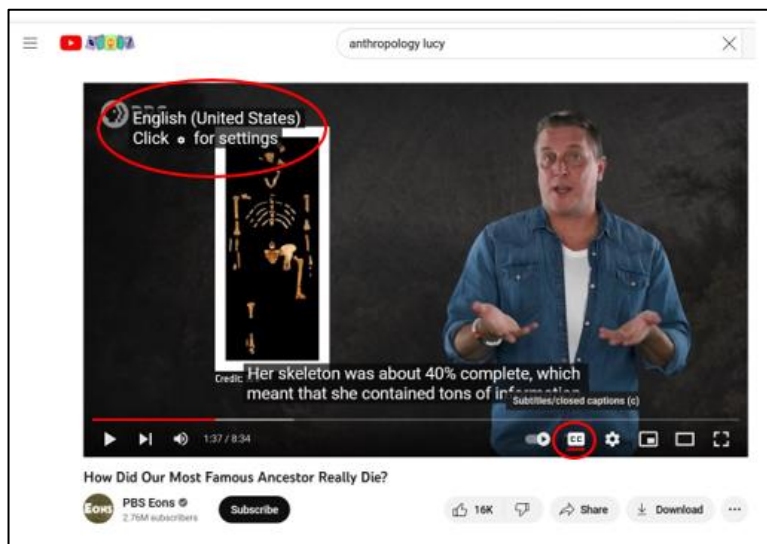


4. In the list of closed captions videos that appear, I am interested in one called “How Did Our Most Famous Ancestor Really Die?”

⁷⁵ One of the students who edited this section of the book commented that, in Safari, things look a little different. For my examples, I used Google.

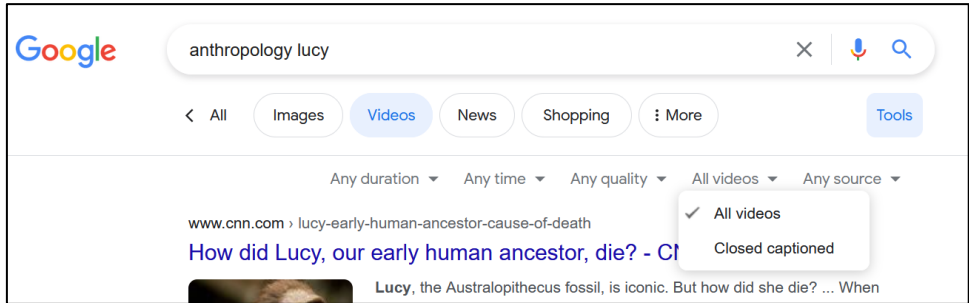


5. Just because YouTube says that a video is closed captioned doesn't mean that it is ADA compliant. This search will include videos where the captions are auto generated. To verify that the captions are accurate, you need to click on the "CC" button in the bottom row. This will tell you the type of captioning for the video. Because it was captioned in "English (United States)," it is ADA compliant. But if the caption were auto generated, I would search for a different video.



6. In my instructions, I tell you that videos must be closed captioned in English to be ADA compliant because I assume that the course you are taking is being conducted in English. If you were going to show your ADA compliant video in a Spanish class, captions would need to be in Spanish.

7. As you know, YouTube is not the only source for videos. You can use other internet search engines to locate videos. While all search engines are similar, there are slight differences in location of buttons and terminology. For example, once you search for a video on Google, you click on the “Tools” button, then the “All Videos” button. This will allow you to change “All Videos” to “Closed Captioned.”



8. When you do a Google search, not all of the video labeled as “Closed Captioned” are ADA compliant. You will need to verify each video once you find it.

ADA and Video Production

If you produce videos and don't provide ADA compliant closed captioning, you are significantly limiting your audience.

A total of 13% of American adults have some difficulty hearing even when using a hearing aid.⁷⁶ This does not include individuals who might want to watch a closed caption video for other reasons such as being in a busy area or as a strategy to improve their English.

If you produce video content that is not ADA compliant, these individuals will not have access to your video.

To both comply with the Americans with Disabilities Act and because we are compassionate, professors will avoid using your video if it is not ADA compliant. In fact, at my college, 100% of videos in our online courses must meet this requirement.

If you produce videos, be sure that their captions are ADA compliant.

⁷⁶ Madans, Jennifer H., Julie D. Weeks, and Nazik Elgaddal. "Hearing Difficulties Among Adults: United States, 2019. [National Center for Health Statistics Data Brief No. 414,]." *Centers for Disease Control and Prevention*, Jul. 2021. www.cdc.gov/nchs/data/databriefs/db414-H.pdf. Accessed 17 Sep. 2023.

Citing YouTube Videos

When citing videos, there can be a distinction between date of the video and the upload date. *Battleship Potemkin* is a 1925 film directed by Sergei Eisenstein that was uploaded to YouTube by Silvers Screen Classics on 25 July 2017. The date of the film is 1925 and the date of upload is 2017.⁷⁷ In the case of Jawed Karim's *Me at the Zoo*, we can't be positive that it was filmed the same day it was uploaded. In this case, we can use 2005—the year of upload without without month and day—as the date for the video.

MLA Format

Author. "Title." Date. YouTube, Uploaded by, Date of Upload. URL. Accessed.

Karim, Jawed. "Me at the Zoo." 23 Apr. 2005. YouTube, Uploaded by jawed, 23 Apr. 2005. www.youtube.com/watch?v=jNQXA C9IVRw. Accessed 17 Sep. 2023.

APA Format

Last Name, F. M. [Username]. (Year, Month Date). Title of video [Video]. Streaming Service. URL

Karim, J. [jawed]. (2005, April 23). *Me at the Zoo*. [Video]. YouTube. <https://www.youtube.com/watch?v=jNQXAC9IVRw>.

Other

If you are using a different style guide for your research, I would encourage you to look it up and then write the basic information and an example here.

⁷⁷ Eisenstein, Sergei. *Battleship Potemkin*. 1925. YouTube, Uploaded by Silver Screen Classics, 25 Jul. 2017. www.youtube.com/watch?v=ca0c4vEc5Is. Accessed 17 Sep. 2023.

List proper citations for five ADA compliant YouTube videos you located. Include an annotation for each video.



Research Strategy #09:

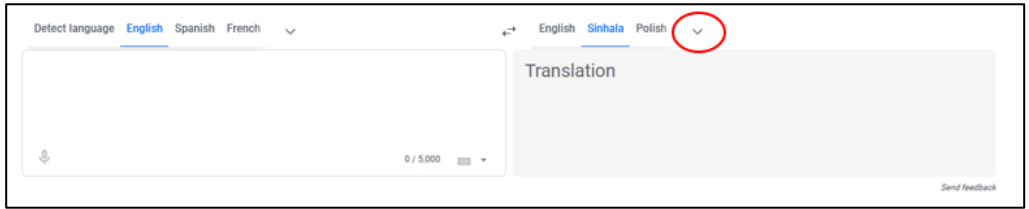
Locate Internet Sources Not Written in English

Although the majority of websites are written in English, 45% of websites are written in a language other than English.⁷⁸ More importantly by reading sources from multiple perspectives, we can get a better understanding of the subject matter. For example, in a modern world history course, I once asked students to do research on the fall of the Berlin Wall in English, German, and Russian. They were surprised at the difference in how this event was covered. Accessing French sources when writing about Michigan or Spanish sources while writing about California might be enlightening. But how do you access these sources if you don't speak the language?

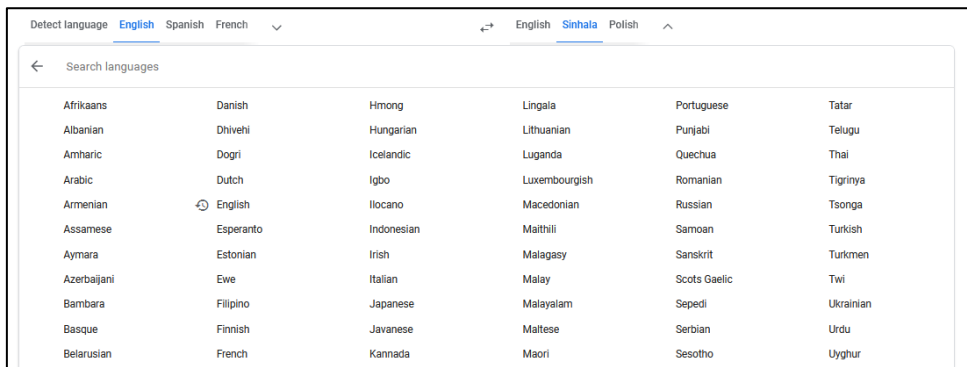
Even though we know that it does not produce totally accurate results, for this exercise, you are going to rely on Google translate. My argument is that it is better to be exposed to worldviews outside our own, I think it is better to be exposed to websites that are poorly translated than to not consider the worldviews that these websites represent.

⁷⁸ "What Are the Most Used Languages on the Internet?" *Internet Society Foundation*. 15 May 2023. www.isocfoundation.org/2023/05/what-are-the-most-used-languages-on-the-internet/. Accessed 17 Sep. 2023.

1. Go to <https://translate.google.com/> and click on the downward arrow in the translation section.

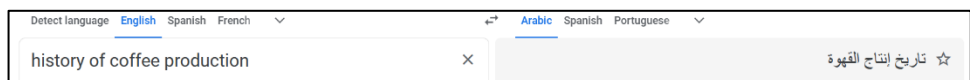
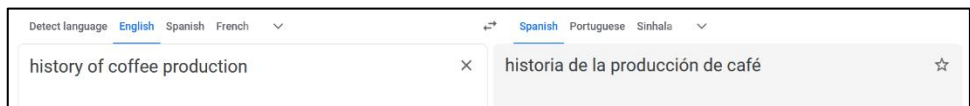


2. Select the language in which you want to conduct your search. There are more language options than those shown in the image.



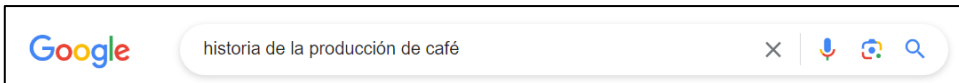
3. Next, type your search terms—in English—in the left column. Be sure that “English” or “Detect Language” is selected. Because I started drafting this section of the book at 6:00am, I am interested in coffee or, in this case, the history of coffee production.

Because I am aware that much coffee is grown in South America which is primarily Spanish speaking, I translated “history of coffee production” into Spanish. However, if I were interested in coffee production in Brazil, I would choose Portuguese for my search language. Furthermore, because I know that legend holds that coffee was first brewed by a goatherder named Kaldi and an imam, I might do a translation in Arabic as well. Of course, if I were doing a research project, I would eventually do searches for both.



Not All Search Engines support the next steps. But Google Chrome does.

4. I then enter the translated terms—in this case *historia de la producción de café*—into Google Chrome.



5. One of the internet sites that comes up is “Café colombiano: un producto con mucha historia.” To read the text in English, I click on the “Translate this page” link.



6. When looking for a page not written in English, the goal is to see different worldviews. Therefore, be sure that the page you find is not a translation of a website originally published in English. For example, I know that the United States National Parks Service translate their website into Spanish. Yet, even when reading the Spanish translation, you are still getting an American worldview as written by an English speaking author.
7. When citing your source, you use the English translation that you read, not the original source that you had translated.



Firefox Also Translates Websites

In addition to Chrome, you can also use Firefox to search for online sources not published in English.

Publication Date / Date of Access Important

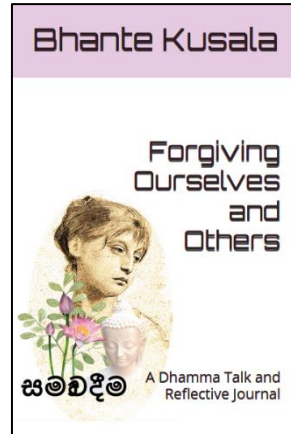
It was a Thursday when I accurately taught a class that they could only use Chrome for this strategy. The following Monday, I taught this strategy in another class and said they could use either Chrome or Firefox. What was true on Thursday was no longer true on Monday. Over the weekend, Firefox released an update for their website.

I decided that I would not re-write the directions for this strategy but would instead include a box highlighting that Firefox could also be used. I did this to stress that the date something was published and the date you accessed something online are vitally important.

Translations Can Be Problematic

Please remember that Google translate uses artificial intelligence and not a trained translator. As such, there can be errors in word choice as it reflects the tone and connotation of the text being translated.

In *Forgiving Ourselves and Others*, Bhante Kusala begins the section on “*Pañca-Sila*: The Five Precepts” by writing them in Pali.⁷⁹ Why would he do this? Allow me to give Bhante Kusala the opportunity to explain in his own words:



Why begin this section by listing the Five Precepts in Pali, a language that most of the readers of this book do not know? To make the point that we rely on translations to understand Buddhist texts and that different translations have different meanings. Let us take the first precept as an example.

Access to Insight translates the first precept as “I undertake the precept to refrain from destroying living creatures.”⁸⁰ An article in *Lion’s Roar* translates the precept as “Not Killing”⁸¹ while *Dharma Wisdom’s* translation is “I take as a training precept to refrain from taking life”⁸² and *Pema Khandro’s* translation is “Avoiding harming other beings.”⁸³ These translations are similar yet give different interpretations of what is meant by the precept. Reading multiple translations is helpful for our spiritual growth.

In the same way that reading multiple translations of a text is helpful when trying to understand the material, reading texts from multiple worldviews helps our growth as scholars. Using Google Translate to access non-English sources is valuable even if the translations themselves are not totally accurate.

⁷⁹ Kusala, Bhante. *Forgiving Ourselves and Others: A Dhamma Talk and Reflective Journal*. Ehipassiko Press, 2023. p. 40.

⁸⁰ “The Five Precepts: Pañca-Sila.” *Access to Insight*. 2005. www.accesstoinight.org/ptf/dhamma/sila/pancasila.html. Accessed 17 Sep. 2023.

⁸¹ Sperry, Rod Mead. “What Are the Five Precepts?” *Lion’s Roar*. 11 June 2021. www.lionsroar.com/what-are-the-five-precepts/. Accessed 17 Sep. 2023.

⁸² “The Five Precepts.” *Dharma Wisdom*. 2023. dharmawisdom.org/the-five-precepts/. Accessed 17 Sep. 2023.

⁸³ “The Five Precepts.” *Pema Khandro*. pemakhandro.org/the-five-precepts/. Accessed 17 Sep. 2023.

Only Cite Your Source

If you were writing a paper on what a researcher needs to consider while reading translations and wanted to summarize the point Bhante Kusala made based on what I have quoted, your citation is not:⁸⁴

Kusala, Bhante. *Forgiving Ourselves and Others: A Dhamma Talk and Reflective Journal*. Ehipassiko Press, 2023.

Bhante Kusala is not your source. I am. In your paper, you would likely use parenthetical documentation, “(Berg 125)” without quotation marks, to show that your source is the book you are currently reading. If you quoted Bhante Kusala, your parenthetical documentation would be “(qtd. In Berg 125)” without the quotation marks. Then, your citation for the Bhante Kusala summary/quotation would be:

Berg, Steven L. *A Skillful Approach to College Research*. Ehipassiko Press, 2023.

My recommendation is to always track down the original source unless it is impossible for you to do so. Bhante Kusala’s book is available as a free Open Educational Resource at the Ehipassiko Press website.⁸⁵ Although I cited the paperback edition, you would use one of the following two citations depending on which version of the e-book you cited, the one in .PDF or the one in Microsoft Word format.

Kusala, Bhante. *Forgiving Ourselves and Others: A Dhamma Talk and Reflective Journal*. Ehipassiko Press, 2023.
ehipassikopress.org/publications/manuscripts/forgive.pdf.
Accessed 17 Sept. 2023.

Kusala, Bhante. *Forgiving Ourselves and Others: A Dhamma Talk and Reflective Journal*. Ehipassiko Press, 2023.
ehipassikopress.org/publications/manuscripts/forgive.docx.
Accessed 17 Sept. 2023.

APA style doesn’t care about which version of a book you cite as long as the page numbers are the same. Therefore, there is only one citation for all three editions of Bhante Kusala’s book.

Kusala, B. (2023) *Forgiving ourselves and others: A Dhamma talk and reflective journal*. Ehipassiko Press.

⁸⁴ For the purposes of this example, I am only showing MLA formatting.

⁸⁵ <https://ehipassikopress.org/publications/forgiving.html>

So What Does This Have to Do with Citing Internet Sites Not Written in English?

Unless you read the language in which a website is published, then your source is the English translation. For example, if you read Spanish you could provide this MLA citation:

Hernandez, Richard. "Café colombiano: un producto con mucha historia." *Radio Nacional de Columbia*, 27 Jun. 2021. [www-radionacional-co.translate.googleusercontent.com/actualidad/campo-colombiano/cafe-colombiano-un-producto-con-mucha-historia?_x_tr_sl=es&_x_tr_tl=en&_x_tr_hl=en&_x_tr_pto=sc](http://www.radionacional.co.translate.googleusercontent.com/actualidad/campo-colombiano/cafe-colombiano-un-producto-con-mucha-historia?_x_tr_sl=es&_x_tr_tl=en&_x_tr_hl=en&_x_tr_pto=sc). Accessed: 17 Sep. 2023.

If you received your information using the translated website, your MLA citation would be:

Hernandez, Richard. "Columbian Coffee: A Product with a Lot of History." *Radio Nacional de Columbia*, 27 Jun. 2021. www.radionacional.co/actualidad/campo-colombiano/cafe-colombiano-un-producto-con-mucha-historia. Accessed: 17 Sep. 2023.

The differences between the two sources is the title of the article and the URL.

Academic Integrity

If you cited the Spanish website but obtained your information from the English translation, you are guilty of academic dishonesty because you didn't cite the source you used.

Citing Internet Sources (Not Written in English)

The citation format for citing websites not published in English is identical to citing websites published in English.

MLA Format

Author. "Title." Website, Date, URL. Accessed.

Hernandez, Richard. "Columbian Coffee: A Product with a Lot of History." *Radio Nacional de Columbia*, 27 Jun. 2021. [www-radionacional-co.translate.google.com/actualidad/campo-colombiano/cafe-colombiano-un-producto-con-mucha-historia?_x_tr_sl=es&_x_tr_tl=en&_x_tr_hl=en&_x_tr_pto=sc](http://www.radionacional-co.translate.google.com/actualidad/campo-colombiano/cafe-colombiano-un-producto-con-mucha-historia?_x_tr_sl=es&_x_tr_tl=en&_x_tr_hl=en&_x_tr_pto=sc). Accessed: 17 Sep. 2023. Accessed 17 Sep. 2023.

APA Format

Lastname, F. M. (Year, Month Date). Title of page. Site name. URL

Hernandez, R. (27 Jun. 2021). Colombian coffee: A product with a lot of history. *Radio Nacional de Columbia* https://www-radionacional-co.translate.google.com/actualidad/campo-colombiano/cafe-colombiano-un-producto-con-mucha-historia?_x_tr_sl=es&_x_tr_tl=en&_x_tr_hl=en&_x_tr_pto=sc

Other

If you are using a different style guide for your research, I would encourage you to look it up and then write the basic information and an example here.

List proper citations for five quality internet sites you located that were not published in a language you read. Include an annotation for each site.



Image by MemoryCatcher released on Pixabay.

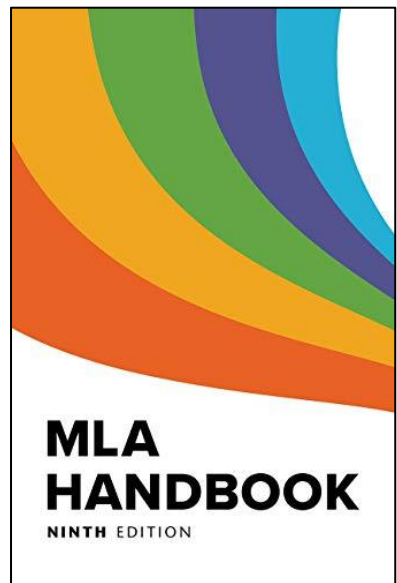
Epilogue

“My Students **Don’t Write Boring Papers” [And Are **Not** Bored Writing Them]**

I began this book with the story of a former colleague who complained that their students wrote boring papers. I suggested that their students were equally bored writing them.

I rarely read a boring research paper and rarely do my students find the research process boring!

This is not because better students gravitated to my classes. Instead, I allowed students as much flexibility as possible in choosing their research topics. And, more importantly, I gave them time—often in class—to conduct research using the nine strategies in this book. As a result, they did not rehash the same old material they already knew. They were able to make exciting connections and discoveries concerning their topics. They became more interested—less bored—as the semester progressed. I hope that you have the same experience.



Appendix 1: Proper MLA Format For Research Papers

First Page of an MLA Research Paper

	Last Name # ⁸⁶
Your Name ⁸⁷	
Your Professor's Name ⁸⁸	
Course ⁸⁹	
Date ⁹⁰	
	Title ⁹¹
<p>Begin typing your text in a standard font such as Times New Roman or Arial. Use 12 pt. font. Be sure to double space and indent paragraphs.</p>	

⁸⁶ You put your last name in the header followed by the page number.

⁸⁷ Include your full name.

⁸⁸ In your paper, it is best to be formal. You should write "Professor" or "Dr." followed by your professor's full name.

⁸⁹ If you have not been given specific directions on what to include here, you should put the course name (e.g. ENG 102) followed by the section number.

⁹⁰ The date follows a DD/MM/YYYY format with the month abbreviated if it is longer than five letters long. The first day of Winter 2024 classes at Schoolcraft College, according to MLA, is 8 Jan. 2024.

⁹¹ The title is centered and typed in the same font and size as the rest of your paper. You center the title at the top of the page. You do not place the title in quotation marks, bold, italic, or underline.

Works Cited Page for MLA Paper

Last Name #⁹²

Works Cited⁹³

The Works Cited page begins on its own page.

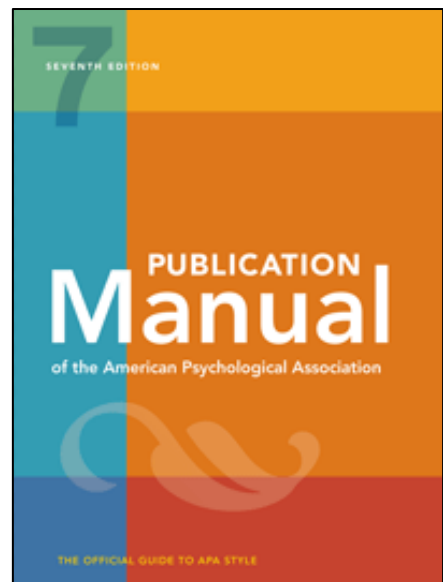
The entries in your Works Cited list are alphabetized by the first word in the citation. This is usually the author's name. The Works Cited page, like the rest of your paper, is double spaced.

On the Works Cited page, you only list sources you actually cited in your paper.

All sources cited in your paper must be included in the Works Cited list.

⁹² If you correctly put your name and page number in the header of your paper, it will automatically appear correctly on the Works Cited page.

⁹³ The words Worked Cited should be in the same font as the rest of your paper. You center these words at the top of the page. You do not place the title in quotation marks, bold, italic, or underline.



Appendix 2: Proper APA Format For Research Papers

Title Page of an APA Research Paper

⁹⁴
Please note that everything on the title page (except for the page number in the header) is centered.
Title ⁹⁵
Your Name ⁹⁶
Department of [Insert Department] ⁹⁷ , Schoolcraft College
Course Name and Number ⁹⁸
Your Professor's Name ⁹⁹
Due Date for Paper ¹⁰⁰

⁹⁴ The page number goes in the header. After the title page, the header also includes the title of the paper.

⁹⁵ The title is written in **Bold**.

⁹⁶ Include your full name.

⁹⁷ Insert the name of the department (e.g. Political Science) without using the brackets.

⁹⁸ List the course number followed by the name of the course. For example: POL 205, International Relations

⁹⁹ In your paper, it is best to be formal. You should write "Professor" or "Dr." followed by your professor's full name.

¹⁰⁰ Although APA generally uses a Year/Month/Day format for citations, you can use Month/Day/Year for your Title Page. If your paper was due on the Monday after Winter 2024 classes begin, you would write: January 15, 2024.

Abstract Page for an APA Research Paper

#

Your professor may or may not require an abstract.

Abstract¹⁰¹

Double space and begin your abstract. You do not indent the abstract. Your abstract is a single paragraph of not more than 250 words in which you provide a concise summary of your research topic, methodology, and key findings.

*Keywords:*¹⁰²

¹⁰¹ The word **Abstract** is centered and written in bold. Do you use quotation marks, italics, or underline.

¹⁰² Listing *Keywords* will help other researchers locate your article in databases. Your professor may or may not require *Keywords* with your abstract.

Body of an APA Research Paper

#

Title¹⁰³

You double space your paper using a standard font such as Times New Roman or Arial. The first line of each paragraph is intended.

¹⁰³ The **Title** of your paper is centered and written in bold. Do not use quotation marks, italics, or underlining for your title.

Reference Page for an APA Research Paper

#

References¹⁰⁴

The References begins on its own page.

The entries in your References are alphabetized by the first word in the citation. This is usually the author's name.

The References, like the rest of your paper, are double spaced.

On the References page, you only list sources you actually cited in your paper.

All sources cited in your paper must be included in the References.

¹⁰⁴ The word **References** is centered and written in bold. Do not use quotation marks, italics, or underlining for your title.

