DATE: NAME: CLASS:

ASSESSMENT CHECKLIST 7   Independent Research Skills

	Assessment	
	Self	**Teacher's**

Developing the Topic

1. The project has been narrowed down to a manageable topic. ☐ ☐

2. The topic fulfills the guidelines and format of the assignment. ☐ ☐

3. Sufficient resources are available for the topic; examples include encyclopedias (print, CD-ROM, or Internet-based), textbooks, scientific journals, expert publications, abstracts, web sites, news groups, discussion groups, and databases. ☐ ☐

4. A preliminary list of sources from a variety of possible sources has been presented to peers, and then the student has short-listed the most viable options. ☐ ☐

5. A statement that summarizes the evidence has been included. ☐ ☐

Search Techniques

6. The student has used general search engines to access databases and has kept a list of key words used for searches. ☐ ☐

7. The student has searched general topic words first, then synonyms and variations of the key words. The search (an ongoing process) has included new key words that the student has found as his/her understanding of the information has developed. ☐ ☐

8. The student has kept an ongoing list of resources with brief annotations. ☐ ☐

Evaluating Sources

9. Sources are up to date. (The date of publication is always cited on all resources, such as web sites, textbooks, journals, and encyclopedias.) ☐ ☐

10. To the best of the student's knowledge, each source is reliable and reputable. (Reliable experts' findings in a field of study are regularly cited in other publications. Also, peer-reviewed articles are the single most important and reliable source of information.) ☐ ☐

11. A (student) peer review of the research as a "work-in-progress" has occurred in a sharing session before the student has completed the assignment. ☐ ☐

	Assessment	
	Self	**Teacher's**

Citing Sources and Avoiding Plagiarism

	Self	Teacher's
12. All sources used for ideas, information, data, and evidence have been cited in the assignment. (Even if someone else's ideas or words are paraphrased, the source must be acknowledged.)	☐	☐
13. For each print source, all appropriate bibliographical information is included, including the page number(s).	☐	☐
14. For an online source, the URL, the title of the web site, the date the site was accessed, and any sources used as a reference by the site are included.	☐	☐
15. The teacher's preferred format for endnotes, footnotes, or in-text citations has been followed.	☐	☐