

Topic:

Current area of focus:

Central Question:

Tentative thesis:

Quick reminders as you start to take notes:

- Notes should be in bullet-point form, use 1.5 spacing, 12pt “Times” font
- Identify the source (it is MUCH harder to retrace your steps later so take the time to include the source info at the start)
- Read & then take notes
 - SUMMARIZE. Do NOT copy & paste any passages or sentences from an online source! You must write either **summary** statements or write **analysis** of the content from your sources. If you copy/paste directly from a source, you will receive no credit for this part of the assignment.
 - Use quotes any time you are taking notes on a source verbatim AND put the source info into your notes so you know where the quote came from (title of source, web address, page #, etc.)