

## Research Process Checklist

**Name:** \_\_\_\_\_ **Term:** \_\_\_\_\_

Record the date each time you use this checklist.

Make a check mark under the date when you are able to reply “Yes” to the question.

	Date								
Have I asked appropriate questions to guide my research?									
Have I considered a wide range of appropriate primary and/or secondary sources?									
Have I produced a workable research question?									
Have I revised my research question, as necessary, according to results of my research?									
Have I located a wide range of appropriate primary and/or secondary sources?									
Have I made appropriate selections of sources based on relevance to topic, reliability, and variety of perspectives/degree of bias?									
Have I recorded the information in a systematic way?									
Have I recorded the sources of all information?									
Have I classified or categorized the information appropriately and effectively?									
Have I created notes and graphic organizers to represent the information effectively?									
Have I synthesized and evaluated my findings with accuracy?									
Have I formulated a thesis statement that answers my research question?									
Have I identified sufficient supporting evidence to explain and defend my thesis?									
Summary of Things I Need to Work On									

*From Cooper. Talk About Assessment HS Flyer 2009–10. © 2010 Nelson Education Ltd. Reproduced by permission. [www.cengage.com/permissions](http://www.cengage.com/permissions)*