

Civilizations of the World -- Research Report Requirements

Part of doing your best work is making your paper look good. While writing the rough draft and final copy of your research paper, follow these guidelines.

This paper is formatted following the rules that you are expected to follow. You are strongly encouraged to type your paper into a google doc, or using another word processing program. Your paper should be double-spaced. Choose an easy-to-read 12 point font such as Comic Sans, Arial, Times New Roman or Palantino. The length of your paper (if typed) should be at least three pages, and no more than 5 pages.

If you are unable to use a computer for your work, your report should be neatly written using blue or black ink. The length of your handwritten paper should be 6 – 10 pages, double-spaced, using only one side of the paper.

A cover page should have your name, the date, your History teacher's name and the period on the upper right-hand corner. An appropriate title should be centered on the cover halfway between the top and the middle of the page. Your name should appear along with the page number on the bottom, right-hand corner of every following page.

You must use information from at least 2 books, and at least 6 on-line sources. You will follow rules for internal citations of your sources. The last page of your report should be the Bibliography/Works Cited page, which will not be counted towards your required page count. This will be a listing of all of the sources that you use, and will follow the rules on the handout.

Budget your time so you can meet all of the various deadlines of this research report. In addition to our school library, the computer lab and opportunities to use the chrome books at school, you should expect to conduct your research at home and also at the San Leandro Public Library. Your “in-class” research opportunities will not provide you enough time to complete the work necessary for a strong research paper.

Remember to proofread both your rough draft and final copy before turning them in. Minor corrections can be made by hand, but many changes will require a re-do.

You might need advice and assistance from time to time. You should seek out the help of your teachers and other adults including your parents and even your older siblings who have done research projects. Learning to seek out the help of others is a great key to being successful. The skills you will learn during this project are the skills that you will need to get into college. When you do a great job with your research, you will teach yourself to learn about any topic you choose, and become an expert. Good Luck, 7th Graders. Do Your Best!