

Documentation:
methods and styles for
practices and processes

How does process documentation work?

- Begin with a plan or a need
 - Hooking up a DVD player to your TV, building a website for a client
- Perform the process
 - Hook up the DVD player! Build the website!
- Document the process
 - What did you do? How did you do it?

Documentation methods

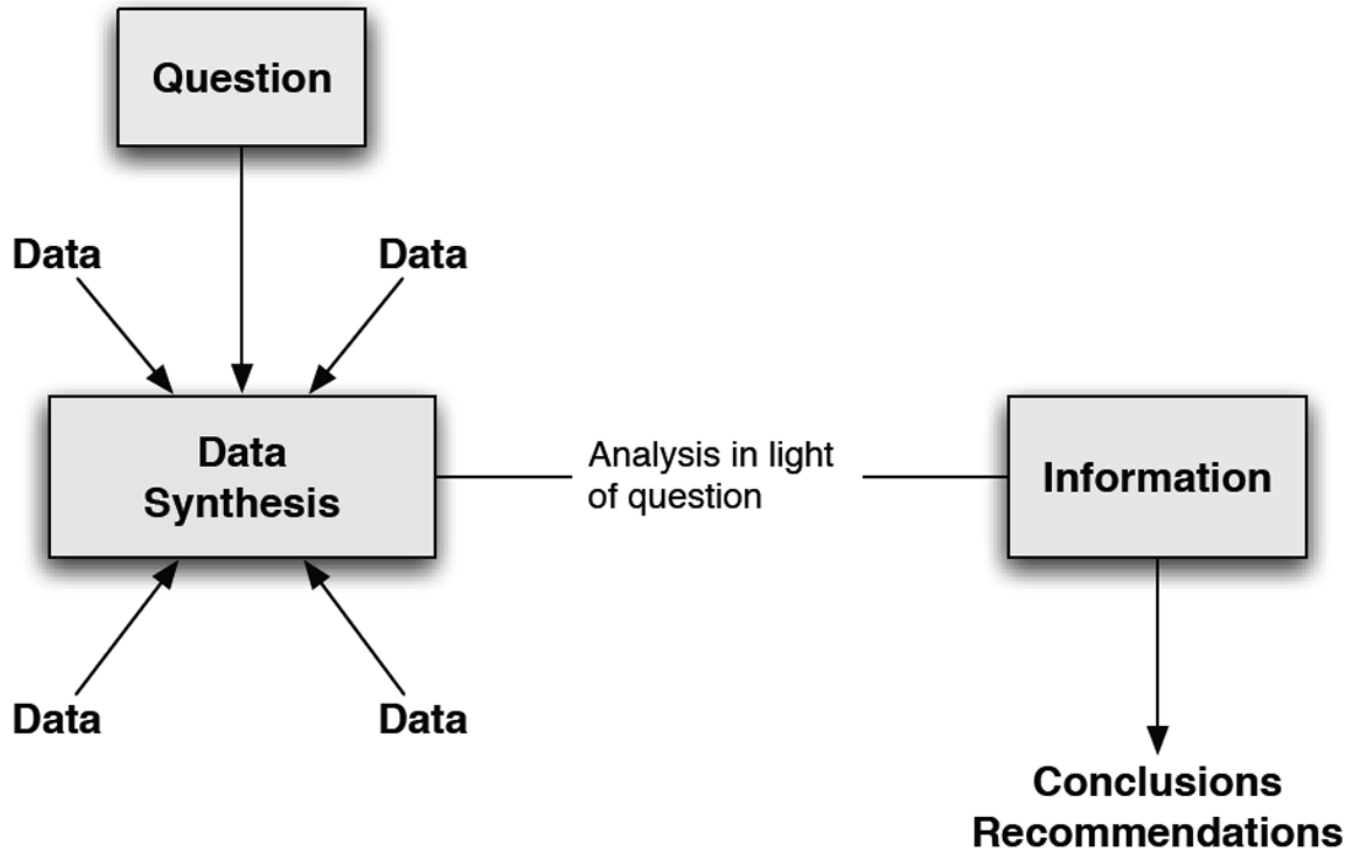
- In print:
 - Manuals, instruction sheets, handouts, etc.
- Electronically and/or online:
 - Blogs, wikis, collaborative text tools, video, audio, multimedia, etc.

Reviewing the research paper draft

Writing mechanics

- No informal language (examples: pals, chilling, ok)
- No “I” statements – see Purdue OWL, APA Stylistics Basics
- Omit Needless Words – they can make it difficult to understand your points (see link on course website)
- When discussing your sources, use only the last name of the author or “the study...” (see Purdue OWL In Text Citation Basics)
- **SPELLCHECK!!!**

Organization



Organization

- Introduction
 - Including your research question
- Summarize/synthesize your sources
 - What do your sources say about your research question?
 - Will have lots of citations, **READ YOUR SOURCES!**
- Your analysis
 - Figure out how to use data in your sources to answer your research question
- Conclusions/recommendations

Sources/citations

- If you summarize or quote a source you **MUST** cite it in your paper text.
 - Anything that you didn't know before beginning your research for this paper must be cited!
- Summarize rather than paraphrase: this strategy will help you **avoid plagiarism**.
- You **MUST** include your References list with your paper.

Inquiry + Research
= Knowledge