NOTECARD CHECKLIST

Complete the checklist for EACH notecard:

☐ Does the notecard have a title? The notecard MUST be SHORT and DESCRIPTIVE.

☐ Does the notecard have a source linked to it?

☐ Does the notecard have quoted information directly from the article? Is the quoted text relevant and adequate?
  *Remember this quoted text is copied and pasted word for word from the article.

☐ Have you paraphrased each piece of quoted text?
  o Explain it IN YOUR OWN WORDS.
  o Paraphrase ALL of the important points in the quote
  o Can you define EVERY word in your paraphrase?

☐ Have you included My Ideas?
  o What research question does this notecard address?
  o Why is the information in this notecard helpful to your research? Be specific. What is the “So what?”
  o What thoughts, questions do you have about this information?
  o Any notes or reminders to yourself.