

CM107 Unit 7 | Reading and Practice

I. Locating Reliable and Relevant Sources

Although billions of websites are available to us on the Internet, not all that information is valid, nor should you settle for just any information on a given topic. You want the information you ultimately include in your writing to be reliable so your audience benefits from the information, and you want the information to be relevant as well. Not all information on a given topic is relevant to the point you are making. It's challenging to find information that is both reliable and relevant, but the following reading and activities will help you to make sure you know what information to use and what information to discard. As with the Writing Process, there is a process called the Research Process, and following the steps laid out in the following reading and practice activities will help to ensure that you are succeed when you need to locate information about a topic. The first tutorial video reviews the research process in general, but you will learn more about each step in the process as you move through the following activities. In this Unit, you will learn about the first 4 steps in the process listed below. In Unit 8, you will then learn the last step, documenting and giving credit to sources.

- Solidify Your Topic
- Plan Your Strategy
- Evaluate Your Sources
- Use Your Sources
- Document Your Sources

Begin by reviewing the following Writing Center information on research:

Conducting Research (Introduction to the Research Process): http://lgdata.s3-website-us-east-1.amazonaws.com/docs/1620/959629/ConductingResearch_KUWC2013cr.pdf

Now, review the following documents for help with locating information on the web, information in the KU Library, and information at your local library as well:

Web Research Guidelines: http://lgdata.s3-website-us-east-1.amazonaws.com/docs/1620/959767/WebResearchGuidelines_KUWC2013cr.pdf

Online Research Sources:

<https://kucampus.kaplan.edu/MyStudies/AcademicSupportCenter/WritingCenter/WritingReferenceLibrary/OnlineResearchSources.aspx>

KU Online Library Tutorial:

<http://kaplan.libanswers.com/a.php?qid=552766>

KU Library Frequently Asked Questions:

<http://kaplan.libanswers.com/browse.php?tid=25886>

II. Using On Ground Libraries

<https://kucampus.kaplan.edu/MyStudies/AcademicSupportCenter/WritingCenter/WritingReferenceLibrary/ResearchCitationAndPlagiarism/UsingOnGroundLibraries.aspx>

Now that you have reviewed this material, please complete the following activities:

Activity: Reliable Sources

http://extmedia.kaplan.edu/genEd/Media/CM107/CM107_1405C/CM107_Locating_Reliable_and_Rellevant_Sources/quiz.html

Incorporating Source Information

Once you have selected the most reliable source information that is also specifically relevant to your thesis and claims, the next challenge you face is how to effectively incorporate that information into your paper. Writers face many challenges when they do that, including:

1. how to avoid over relying on the source in general
2. how to rely less on quotes and how to instead paraphrase information
3. how to integrate the source information smoothly and effectively

The following Writing Center information provides you with helpful strategies for doing all 3. Once you complete the reading assignment, please practice what you have learned by completing the activities.

Basic Citation Guidelines (with sections on when and how to quote, paraphrase, and summarize with examples and a table of signal phrases): <https://kucampus.kaplan.edu/MyStudies/AcademicSupportCenter/WritingCenter/WritingReferenceLibrary/ResearchCitationAndPlagiarism/BasicCitationGuidelines.aspx>

Quick Guide to Paraphrasing (Video tutorial): <http://www.screencast.com/t/brHBRrPpgS5>
(Transcript: https://kucampus.kaplan.edu/DocumentStore/Docs11/pdf/WC/A_Quick_Guide_to_Paraphrasing_Script.pdf)

Activity: Why Paraphrase

http://extmedia.kaplan.edu/genEd/Media/CM107/CM107_1405C/CM107_Incorporating_Source_Information_Practice_Activity/quiz.html

Now that you have learned what an Academic Essay is and have reviewed and practiced the early stages of the Writing Process, complete the Unit 7 Quiz to earn your Activities credit. Then begin your work in the Unit 7 Discussion Board.