**Research Task Checklist**

Before handing in your final research task, please make sure you have all the necessary components and that they are complete. Use this checklist to help you and **staple it to the front of your research task.**

**Research Topic**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Rough Work -- Due:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Topic and research question sheet
* Detailed research notes with evidence of three sources
	+ Citation information included at the top of each page
	+ Notes in point form, in your own words, and hand written
	+ Quotes are cited appropriately
	+ Information is organized and easy to understand
* An essay outline

**Final Product – Due: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* A research essay
	+ Title page (follows proper MLA format)
	+ Introduction
	+ 3 Body paragraphs
		- Demonstrates reporting phrases and in-text citations
	+ Conclusion
* An annotated works cited/bibliography
	+ Minimum three different reliable and reputable sources
		- Minimum 1 database source
	+ Formatted following proper MLA format
	+ Annotations included for each source

**Teacher Comments:**