Plan What else do you need to do to plan for and research your project? Write the tasks and who will work on them here.

Name	Task(s)	
Name	Task(s)	

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Step 2: Identify Sources

Once you have completed your research plan, decide where to find information. Parad your inquiry questions and think about the kind			
information. Reread your inquiry questions and think about the kind of information you want to find. Remember to use both primary and			
secondary sources if you can. Be sure to apply what you have			
learned about choosing reliable sources.			

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Step 3: Find and Record Information

Take notes from your sources. List your sources in the left column. Write notes from each source in the right column. You can also write notes in your writer's notebook. Remember to paraphrase key information. For more information, watch "Cite Your Sources" on my.mheducation.com.

Sources	Notes

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Step 4: Organize

Review your notes with your partner or group. Use these questions to talk about your research:

- Were all the inquiry questions answered?
- What are some of the most important details? How are they related?
- What information supports those details?

Use the space below to organize your notes. Group related
information together. Remember to arrange details in a logical
order

Step 5: Synthesize and Present

Synthesize Information Think about your audience as you prepare your presentation. Answer these questions with your partner or group to decide what information you want to share and how you will create your presentation.

- What is the most important information your audience needs to know about your topic?
- How will you keep their interest during the presentation?
- How do you want people to feel when you are done?

• What questions may your audience ask after your

presentation?

Present Your Work Show your presentation to the class and answer any questions that are asked.