

Source Cards and Note Cards

Purpose: To record your research findings, and later to organize your research into a coherent outline in preparation for writing your paper.

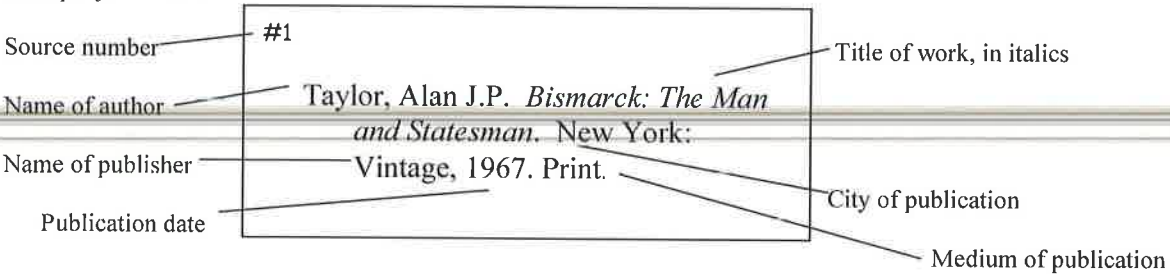
- Requirements: Use 3 x 5 lined index cards
- At least **7** source cards (with at least two print sources and two primary sources)
 - At least **40** note cards
 - You will choose to do these notecards by hand (#1 and #2 below) or online **→ NOODLE TOOLS**

For each source you use, you will create a source card (hand-written) or a Bibliography entry (online, via **↑**). This will contain all the information you will later need for your Works Cited page.

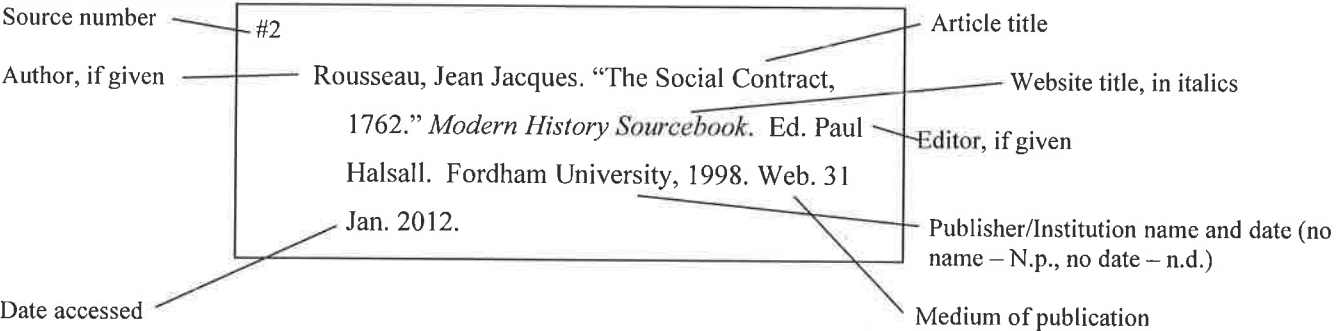
Helpful websites for citations: <http://owl.english.purdue.edu/owl/section/2/11/>
http://bes.bedfordstmartins.com/resdoc5e/RES5e_ch04_o.html

1) HAND-WRITTEN SOURCE CARDS Use only 1 card per source. Number each source in the upper left corner (this number will correspond to the note card that contains notes from this source)

Example for a book:



and an internet source:



2) HAND-WRITTEN NOTECARDS: it's like taking notes, but more structured

Eventually, you will be able to organize your notecards by topic and fact like pieces to a puzzle, in order to construct your outline for your paper. Taking effective notes requires accuracy, attention to detail, and simplicity.

Each note card should contain **a single, distinct fact** with perhaps some brief analysis. You should **paraphrase** or **summarize**. Only use direct quotations if a) you can't possibly say it any differently, or b) the author's use of language is incredibly brilliant and you can't resist.

Format:

Upper left corner: Source card number. This will help you keep track of where your information is from.
 Page number (if source has a page #). This will be critical when you use citations in your paper.

Center top: Key term/ main idea. These will help you organize your ideas later and help stay focused on topic.

Body of card: Your notes.

