

## SECTION – 3

### QUESTION-1.

#### ANSWER:-

#### Various step involved in Research Process:-

##### Step 1 – Formulate Your Question

Your research may start as a general idea or a specific question, statement or thesis.

Know what you want to focus on before you begin.

##### Step 2 – Get Background Information

Read about your topic using websites or encyclopedias.

It introduces you to the topic, helps you to focus on its key elements and can help you decide to broaden or narrow your focus.

These sources often include bibliographies that you can “piggyback” to find more sources on your topic.

##### Step 3 – Focus and Refine Your Topic

Think about how you want to explore the topic.

Ask yourself:

Is my research intended for a general group or class or is it more specialized?

Can or should I limit my topic by time period or place?

##### Step 4 – Research Tools

You need the right tool for the job. Using our research guides can help you find these answers.

Ask yourself:

What types of materials do I need?

How recent should my materials be?

How long do I have to do my research?

What subjects are covered by my topic?

##### Step 5 – Select Your Tool and Begin

Use the library’s resources to find journal articles, eBooks and videos.

Use our library catalog to find books or DVDs.

If you are using websites, make sure they are quality resources – not just the first result!

### **Step 6 – Get Stuck, Get Help!**

Never fear, we are here to help you with your research questions!

Stop by, call: 827-2434 or email: [libraryhelp@trocaire.edu](mailto:libraryhelp@trocaire.edu).

### **Step 7 – Gather Your Materials**

Are your best resources books, journals or websites?

Does the Library have the book or article or will you have to borrow it from ILL or AcademicSHARE?

Remember that you have a deadline and that getting all of your materials may take some time.

### **Step 8 – Evaluate Your Resources**

You may be overwhelmed by the amount of information you find.

To find “good” resources for your paper, you must analyze and carefully select them.

Journal articles have gone through peer-review before being published.

Books are also edited before publication.

Use the CRAAP test for website evaluation.

### **Step 9 – Stay organized**

Give yourself enough time to conduct your research, so you can understand your topic enough to write effectively on it.

Keep track of your research so you don't have to scramble to find it later.

Use our research log or graphic organizer to help you stay on track.

### **Step 10 – Write and Review Your Paper**

Make sure your paper is formatted correctly – APA, MLA or another style an instructor requires.

Check to make sure all of your sources have been cited and your research is properly listed at the end of your paper.