Schedule for Preparing a Research Paper
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One to Two Weeks Dates:__________ to __________
_____ Select a general topic.
_____ Explore your general topic.
_____ Limit your general topic.
_____ Formulate a question that you will attempt to answer in your paper.

Two to Three Weeks Dates:__________ to __________
_____ Define the areas of research.
_____ Prepare a list of sources (Working Bibliography).
_____ Research and take notes.

One to Two Weeks Dates:__________ to __________
_____ Prepare an outline and construct a thesis or main point for your paper.
_____ Conduct additional research as needed.
_____ Put thesis in final form.
_____ Write first draft.

One to Two Weeks Dates:__________ to __________
_____ Revise your introduction and conclusion.
_____ Revise first draft.
_____ Prepare notes and bibliography.
_____ Edit the revised draft.
Proofread.