

RESEARCH SCHEDULE

Task	Date of Completion
Determine topic, purpose, and audience	
Do background reading in reference books	
Narrow your topic; establish a tentative conclusion	
Develop a working bibliography	
Write for needed information, such as codes of ethics	
Read and evaluate written sources, taking notes	
Determine whether to conduct interviews	
Draft a thesis and outline	
Write a first draft	
Obtain feedback (show draft to instructor, if possible)	
Do more research, if necessary	
Revise draft	
Correct bibliographical format of paper	
Prepare final draft	
Run spelling check program	
Proofread	
Proofread again, looking for characteristic errors	
Deadline for final draft	