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| **Guidelines for 1st Draft** | | |
| **Suggested Sections**  *The sections below are based on the guiding questions. Your topic may require slightly different sections. See guidelines on back side for Section Headings* | | |
| **Section Heading** | | **Content included** |
| **Purpose** | | * Define what the topic is and why we have it * Explains what it does and why it is important |
| **Origins** | | * Origins of technology * Explains where and when it got started * Provides Overview and background of ***original*** inventors and companies |
| **How it Works** | | * Materials and resources used * Describe the function/purpose of each part   and how they are connected   * Scientific principles: Explain what makes these parts do what they do |
| **Evolution** | | * Changes over time * Important improvements/developments   + Identify people or companies involved in these changes?   + Explain what they did to make it better * Describe the the scientific advancements |
| **Impact/ Future** | | * Explain how the technology helps society * Tradeoffs to technology- pros/cons * Future projections/ advancements |
| **Works Cited** | | This will be the last page of your paper and should be produced through Noodletools. MLA format |
| **Format and Features of a Formal Research Paper** | | |
| **Maintains a Formal Tone** | * Written in 3rd person. Do not use pronouns such as “I”, “we”, “You” * Do not use contractions- Use “do not” instead of “don’t” * Numbers 1-10 should be spelled out – “one, two”, etc * Do not use exclamation points | |
| **Cite your Sources** | * Use proper in text citations to cite sources- draft should use at least one citation per section | |
| **Paraphrase** | * **Research must be in your own words** | |
| **Paragraphs** | * Each paragraph should have a clear topic sentence and details that support that topic only * Use transition words and phrases to smoothly connect ideas * Logical sequence/progression of ideas | |
| **Format** | * ***Indent new paragraphs-***do not put extra space between paragraphs * 1 inch margins, 12 pt font * Double spaced * Page numbers should be centered at the bottom of the page * Section headings should be centered in bold. NO underline. | |
| **Evidence of Proofreading** | * Spell check and proofread your work * Proper capitalization * Check for proper sentence structure- no fragments. * Read your paper out loud to someone so you can hear the missing/incorrect words | |
| **Due Date: Monday February 12**   * Papers must be printed and ready to turn in to the advisory teacher at the beginning of advisory. * Papers must also be submitted to turnitin.com by the beginning of advisory * In order to receive Process Points, you must submit to ***both*** your advisor and to ***turnitin.com*** * Papers not received by both methods by Wednesday, Feb. 14, will not receive Process Points | | |