

## Collecting and Coding Sources

While there are many places you can choose to take notes (paper notebook or index cards, OneNote, Google Docs, Microsoft Word), there are guidelines you must follow for academically sound research:

### Good researchers:

- Create a document where they can list all sources. For each source, include:
  - Title
  - Author
  - URL and/or citation (depending on assignment)
- Create a system for coding each source (using numbers or colors)
- Establish a separate page for each question you need to answer
- Take notes by QUESTION/SUBQUESTION (not topic/subtopic)
- Distinguish between paraphrasing and direct quotes
- Include new thinking/interpretation

### EXAMPLE:

| SOURCE # | RESEARCH ASSIGNMENT: Climate Change                                                                                                                                                                                                                                                        |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1        | Dean, Cornelia. "Executive on a Mission: Saving the Planet." <i>The New York Times</i> , 22 May 2007, <a href="http://www.nytimes.com/2007/05/22/science/earth/22ander.html?_r=0">www.nytimes.com/2007/05/22/science/earth/22ander.html?_r=0</a> . Accessed 12 May 2016.                   |
| 2        | Ebert, Roger. Review of <i>An Inconvenient Truth</i> , directed by Davis Guggenheim. <i>rogerebert.com</i> , 1 June 2006, <a href="http://www.rogerebert.com/reviews/an-inconvenient-truth-2006">http://www.rogerebert.com/reviews/an-inconvenient-truth-2006</a> . Accessed 15 June 2016. |
| 3        | Gowdy, John. "Avoiding Self-organized Extinction: Toward a Co-evolutionary Economics of Sustainability." <i>International Journal of Sustainable Development and World Ecology</i> , vol. 14, no. 1, 2007, pp. 27-36.                                                                      |
| 4        | <i>An Inconvenient Truth</i> . Directed by Davis Guggenheim, performances by Al Gore and Billy West, Paramount, 2006.                                                                                                                                                                      |
| 5        | Leroux, Marcel. <i>Global Warming: Myth Or Reality?: The Erring Ways of Climatology</i> . Springer, 2005.                                                                                                                                                                                  |

From <<https://owl.english.purdue.edu/owl/resource/747/12/>>

I create this while exploring what's out there about my topic. As I find possible sources, I capture the URL and citation so I save time at the end!

Sometimes I color code instead of numbering my sources. But I always pick a system and stick to it.

I have one of these pages for every question  
I have about my topic

TOPIC: Climate change

QUESTION I HAVE ABOUT THIS TOPIC:

Why do Americans question the validity of the concept of global warming?

| SOURCE # | DIRECT QUOTES: Information I copied directly from this source (include page number if applicable)                                                                                                                                                                                                                                                                                                                                                                  | MY OWN WORDS: Information I learned, paraphrased and/or summarized from this source                                                                                                                                                                              |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3        | "Sustainability for most economists means sustaining the output of market goods and services (Solow 1993). Biologists are concerned with maintaining the planet's biological diversity and supporting ecosystems. Others are concerned about a deteriorating climate, continuing rapid population growth, the widening gap between rich and poor, disintegrating social institutions, and now the destabilizing effects of political and religious terrorism." (3) | What should or shouldn't be done about climate change depends upon who you ask. Economists have a different definition of sustainability than biologists, for example                                                                                            |
| 5        | Sometimes I only paraphrase →                                                                                                                                                                                                                                                                                                                                                                                                                                      | Marcel Leroux says that scientists, the media and politicians are responsible for the misunderstandings the public holds about climate change. This provides a good overview of the basic principles behind climate change, and offers alternative explanations. |
| 2        | "Gore says that although there is "100 percent agreement" among scientists, a database search of newspaper and magazine articles shows that 57 percent question the fact of global warming, while 43 percent support it. These figures are the result, he says, of a disinformation campaign started in the 1990s by the energy industries to "reposition global warming as a debate."                                                                             | This movie review makes the connection between Gore's assertion that there is a disinformation campaign about global warming to the tobacco industry's campaign regarding lung cancer connections.                                                               |

POSSIBLE ANSWERS AND NEW THINKING: My thinking and/or interpretation about all of the above:

Americans seem to question the validity of climate change because there seems to be much misinformation about climate change, and some experts believe that is a result of politicians, scientists and the media. Sometimes this confusion comes from the fact that people have different definitions of sustainability, depending on their perspective. The information that we receive about global warming is skewed based on who is delivering that information to us.

TOPIC: Climate change

QUESTION I HAVE ABOUT THIS TOPIC:

Who is already taking action to address climate change?

| SOURCE # | DIRECT QUOTES: Information I copied directly from this source (include page number if applicable)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | MY OWN WORDS: Information I learned, paraphrased and/or summarized from this source                                                                                                                                                                                                                                                    |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1        | <p>"Mr. Anderson has turned into perhaps the leading corporate evangelist for sustainability. He had a head start, he acknowledges, because he ran his company and controlled its voting stock. But he can make the case effectively, he said, because his Interface experience teaches that sustainability "doesn't cost, it pays" — in customer loyalty, employee spirit and hard cash. He says Interface sustainability efforts have saved the company more than \$336 million since 1995."</p> <p>Ray Anderson started "Interface in 1973. Today, the company says it has about \$1.1 billion in annual sales and 38 percent of the global market for carpet tiles."</p> | <p>A carpet executive in Atlanta first started researching environmental issues in 1994 when he needed to make sure his company was complying with the law. What he learned during his research inspired him to become a crusader for sustainable business.</p> <p>↑</p> <p>Sometimes I copy quotes <u>AND</u> paraphrase</p> <p>←</p> |
| 2        | <p>"It is caused by human activity. Mankind and its governments must begin immediate action to halt and reverse it. If we do nothing, in about 10 years the planet may reach a "tipping point" and begin a slide toward destruction of our civilization and most of the other species on this planet. After that point is reached, it would be too late for any action. These facts are stated by <u>Al Gore</u> in the documentary "An Inconvenient Truth." (1)</p>                                                                                                                                                                                                         | <p>This source is a review of the documentary produced by Al Gore about climate change.</p>                                                                                                                                                                                                                                            |

POSSIBLE ANSWERS AND NEW THINKING: My thinking and/or interpretation about all of the above:

I learned about two leaders taking action in very different ways. There are politicians taking action and business executives taking action. I think that each leader takes action on climate change based on their own particular agenda. For Anderson, he was driven to show that profitability and sustainability can co-exist. Gore is taking action through mass media, but is his own agenda respected enough for him to be a credible voice in this debate? The scientific perspective is missing from my research so far.

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Taking time to write down my new thinking helps me draft later!