1. Select a Topic: Example:
Parental rights and teen abortion
If you do not have a topic, choose one from one of these links on the right.

2. Focus on/Review Your Topic
Write definitions and a short script about your topic
Include keywords, important dates, events, people/organization and places that are relevant to the topic.

3. State Your Topic as a Working Thesis
Example: Parents have a right to know when their teenage daughters are having an abortion
4. **Create Search Keywords/Phrases**  
Example: Parental rights, teenagers, abortion, parents  
Write keywords you will use to search. Use thesaurus to find alternative words.

5. **Refine Search Statements**  
Example: Parental consent AND Abortion  
Join keywords/search terms with special words (AND, OR, NOT). These will help you to search successfully for information.

6. **Decide the Resource to Search**  
Example: College library, or Internet  
Primary, secondary or scholarly sources. The library is a good place to start. Use either the catalog or the online databases.

7. **Revise your Topic and Search**  
- Use the AND to add relevant terms to the search.  
- Use the NOT to eliminate unwanted terms from the search.  
- Use phrase searching, if available to define your search terms.  
- Use vocabulary that is more specific.  
- Choose a narrower category of a major topic.  

Make sure that your keywords are not vague, too broad or unrelated to your topic.

**Notes:**

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Created by Valda Adeyiga – May 2005
Resources for the Research Steps Worksheet

1. Hot Topics - http://library.sau.edu/bestinfo/Hot/hotindex.htm
4. Dictionaries - http://www.ipl.org/div/subject/browse/ref28.05.00/
7. Thesaurus - http://www.m-w.com/mw/thesaurus.htm
8. Google - www.google.com