

## Environmental Science 120 - Research Paper Guidelines

### Format...

- Length must be 4 to 5 pages in total (not including Work Cited page).
- Double spaced using Times New Roman 12 font
- MLA referencing throughout the paper
- Work Cited page

**NOTE: Be sure to use the 'Reference' feature within Word for creating citations!**

The image shows the Microsoft Word interface with the REFERENCES tab selected. The ribbon includes options like 'Insert Endnote', 'Next Footnote', 'Show Notes', 'Footnotes', 'Manage Sources', 'Style: MLA', 'Insert Citation', 'Bibliography', 'Insert Table of Figures', 'Update Table of Contents', 'Cross-reference', 'Insert Caption', 'Caption', 'Index', 'Update Index', 'Mark Citation', and 'Mark Citation'. Below the ribbon is the 'Create Source' dialog box. The 'Type of Source' is set to 'Web site'. The 'Bibliography Fields for MLA' section includes fields for Author, Corporate Author, Name of Web Page, Year, Month, Day, Year Accessed, Month Accessed, Day Accessed, and Medium. There is an 'Edit' button next to the Author field. At the bottom, there is a 'Tag name' field with 'Placeholder2' and 'OK' and 'Cancel' buttons. Arrows point from text labels to specific parts of the interface: 'Create a citation' points to the 'Insert Citation' button; 'Insert a created citation' points to the 'Bibliography' button; 'Create a Work Cited page' points to the 'Manage Sources' button; and 'Modify source / details' points to the 'Create Source' dialog box.

**\*\*\* Also take advantage of SPELL CHECK, GRAMMAR CHECK & THESAURUS!!!**

### Content...

- Must identify an environmental issue (your choice) and title should be in the form of a question that you plan to discuss/explore throughout your research paper.
- Introduce the topic in such a way that the reader is 'hooked' into further reading into your issue and is excited to learn more about your topic.
- Be sure to include any history and/or background information that would help the reader become more informed on the importance of the issue.
- Each issue usually has two sides...one that is in favor (pros) and one that is against (cons). Using your research sources, develop arguments for both with support and proper citing. Reminder that each line you use from a source should be backed up with four lines of your own to explain the relevance.
- After presenting both sides, state your position on the issue with support from your sources.
- Summarize and conclude your findings...next steps or possible resolutions?