



Carteret County Schools Graduation Project **RESEARCH PAPER REQUIREMENTS**

1. ALL DRAFTS OF THE RESEARCH PAPER MUST BE TYPED double-spaced in 12 point Times New Roman with one-inch margins in MLA style.
2. The MINIMUM LENGTH is a 5 full double-spaced pages of text, PLUS a minimum of 1 page for the topic outline and at least 1 page for the Works Cited. (The title page does not count as part of the minimum 5 pages).
3. A minimum of 5 SOURCES is required. No general encyclopedias may be used as sources.
4. The paper should contain direct quotations and paraphrased information. All of these must be correctly cited.
5. All sources must be reputable and relevant. This means that the information on which you wish to take notes is from a reliable source like a news agency, a university, a well-known publication, government agency, etc. A “blog” on the Internet written by Suzie Smith in Kalamazoo about her views on politics would not be considered a relevant source.

Note: If you find a good source on the Internet, copy/paste & save it when you see it. The same site may not be there or may be altered when you go back later.

6. In order to fulfill the length requirement, narrow your topic and make sure you can find the required number of reputable sources.
7. Research means finding what others have written about the topic, so you must choose a topic with readily available sources.
8. The research paper is also known as a DOCUMENTED paper. Every fact, statistic, and opinion must be credited to one of your sources.
9. You may not use a set of general encyclopedias. However, there are some references labeled “encyclopedia” or “cyclopedia” which are fine since they are specific to the subject. If the word “encyclopedia” is in a source title, check with your teacher before using it.
10. Do not leave your research materials anywhere, including electronic storage devices. Keep them in your sight. No matter whose fault it is (or isn't) if these materials are lost, you will have to start over and meet the same deadlines.
11. Make sure you look at the rubric for your paper component and have completed all parts at a level 3 or 4.