

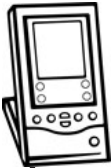
for Handhelds

SYNTHESIZING INFORMATION



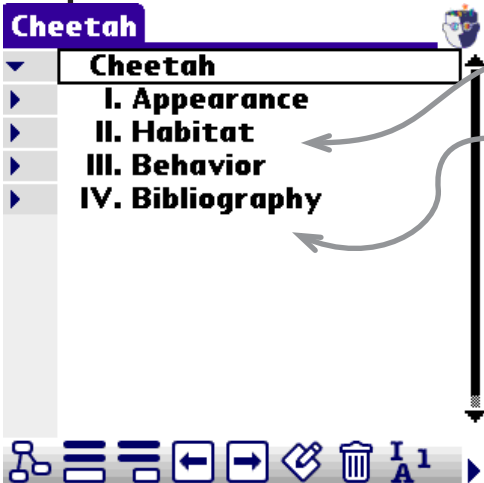
When to use it

- You need to integrate information from multiple sources.
- You need to document where your information came from.



How to do it

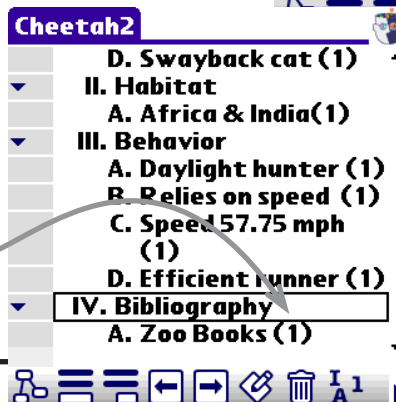
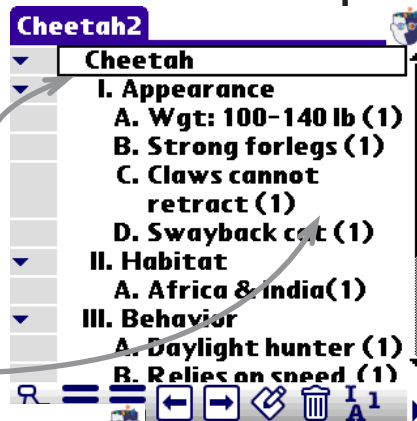
1 Make an outline.



- Type in the main topics or questions you want to answer.
- Add a topic called "Bibliography" at the end.
- Save as Research 1

2 Read, Record, and Reference.

- Add information as subtopics where appropriate.
- Add a tag at the end of each entry to match it with the source.
- Add each source to the Bibliography and "tag" it with an identifying letter or number (put



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SYNTHESIZING INFORMATION



How to do it (cont.)

3 Repeat.

Repeat this process for the other sources.

Use a different tag for each source.

Save as Research 2

Cheetah

- II. Habitat
 - A. Africa & India (1)
 - B. Females
 - 1. Look for good territory (2)
 - 2. Often live in groups (2)
 - 3. Territory=10.5 sq miles (2)
- III. Behavior
 - A. Daylight hunter (1)
 - B. Relies on speed (1)

4 Reflect and Restructure.

Cheetah

Cheetah

- I. Apperance
 - A. Claws cannot retract (1)
 - B. Strong forlegs (1)
 - C. Swayback cat (1)
 - D. Wgt: 100-140 lb (1)
 - E. Brownish yellow coat with black spots (3)
 - F. Height=3 ft (3)
 - G. Length=4 ft (3)

a) Re-arrange the outline into the order you want to use for your paper. Put information into categories.

b) You may add additional topics, including "Introduction" and "Conclusion".