The **Research Project Calculator** offers students a simple and comprehensive five-step model for navigating the research process. The skills involved in this process will prepare students not only to conduct academic research, but to make life decisions—whether defending a thesis related to the causes of civil war or selecting a new car.

The goal of the teacher guide is to:
- Assist teachers with creating research projects that require learners to analyze information in order to draw conclusions or make recommendations.
- Provide teachers with direction in guiding students through the five-step process.

In a research project teachers:
1. Set goals.
2. Ensure that students have the necessary information and technical skills to be successful.
3. Ensure (along with the library media specialists) that the necessary resources are available.
4. Manage the timeline.
5. Evaluate the product.

These steps of the research process will assist the student in understanding that this is a systematic process that includes generating questions, gathering and obtaining information from reliable sources, drawing conclusions and organizing information, they will have an excellent start on becoming information literate. The calculator tool will assist students in navigating the process.

STEP 1: QUESTION
> Choose a topic / generate questions about topic

STEP 2: GATHER
> Choose information tools that will assist in answering the topic questions

STEP 3: CONCLUDE
> Draw conclusions from the information resources in Step 2.

STEP 4: COMMUNICATE
> Condense information gathered and decide how to present the findings: essay, presentation, video.

STEP 5: EVALUATE
> Evaluate the overall research process and the final project. Do this both as a self-evaluation and a group project.

Where to get additional help for *Research Project Calculator:*

- **On the INFOhio Web site, http://www.infohio.org**
  Teacher Resources > Support Material
- **Your school's library media specialist**

The Research Project Calculator is based on the MINITEX project developed in part by University of Minnesota Libraries.Document adapted with permission of Joyce Valenza.