

*We are learning to research information well to answer questions*

My success criteria	1	2	3	4
<b>Understanding the task:</b>				
I read carefully to understand the question or task				
I decide what information I need to answer the question and/or complete the task				
I decide what key words or ideas I need to look for				
<b>Finding information:</b>				
I use contents pages, index pages <i>and search engines</i> to find helpful chapters, pages, sections				
I scan pages and sections for the key words and I also use sub-headings <i>and hyperlinks</i> if available to find information I need				
I read closely to understand the important information				
I ask myself: <ul style="list-style-type: none"> <li>• Is this information is relevant?</li> <li>• Does this information seem right?</li> </ul>				
I record the information if it is relevant				
I repeat my information gathering using at least one more source: <ul style="list-style-type: none"> <li>○ If the sources "agree", I note this and check further sources</li> <li>○ If the sources "disagree": <ul style="list-style-type: none"> <li>○ I consider which source if probably the most reliable</li> <li>○ I look for further sources to study</li> </ul> </li> </ul>				
I read further and uses more sources until I have the information to complete my task				
<b>Communicating my findings:</b>				
I decide whether to communicate my answer in writing or with a speech (perhaps using a <i>PowerPoint</i> presentation or video).				
My written answer: <ul style="list-style-type: none"> <li>○ gives correct answers in complete sentences</li> <li>○ has an introduction which includes the important idea (answer) and makes this point clearly</li> <li>○ includes detail, explanation and examples</li> </ul>				
My speech is: <ul style="list-style-type: none"> <li>○ easy for my listeners to follow;</li> <li>○ answers the question(s) correctly;</li> <li>○ my voice is loud and clear enough</li> </ul>				

My comments: (e.g. what I learned, what I thought about my work, what helped me improve)

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