

Timeline for assignment:

Ideas for project (define task) completed by: _____

Information searching (notetaking) completed by: _____

First draft due: _____

Completed assignment due: _____

Any additional information needed to complete the project? _____

Big6 #6: Evaluate the Process



How will I know I have done my best?

Before turning in my assignment, I need to check off all of these:

- What I created, is appropriate for what was listed in Big6 #1.
- The information I found in Big6 #4 matches the information needed in Big6 #1.
- Credit is given to all of my sources, in the way my teacher requested.
- My work is complete and includes heading information (name, date, etc.)
- I learned something that will help me in the future.
- I would be proud for anyone to view this work.

How I feel I did and comments about the project: _____

For Easybib help, visit <http://easybib.com/ebook>

Ask or email your teacher librarian for more help!

Assignment Organizer



Fill out Big6 #1-5 **before** you begin to work on your assignment. Fill out Big6 #6 **before** you turn in your assignment.

Name: _____ Class: _____

Date: _____ Parent Signature: _____

Student Signature: _____

Big6 #1: Define the Task



What am I supposed to do? What is my teacher requiring? How can it be applied to a real world situation?

What information do I need in order to do this? (Consider listing in question form)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____



Big6 #2: Seek Information

What are the best sources I can use to find this information?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

If using websites, how will I know that they are reliable, relevant, up-to-date and unbiased?

- I will use databases & online encyclopedias (public & school library)
- I will use only websites evaluated and provided by my teachers.
- I will ask my librarian, teacher, or parent for help in finding reliable websites for my project.



Big6 #3: Locate & Access Information

Where will I find these sources?

- school library
- public library
- personal library
- provided by my teachers
- internet
- other: _____

Who can help me find what I need?

- I can find the resources myself
- my teacher librarian
- my teacher
- a librarian at the Public Library
- my parent(s)



Big6 #4: Use the Information

How will I record the information that I find?

- take notes using cards
- take notes on notebook paper
- take notes using a computer
- take notes using a graphic organizer
- other: _____

How will I give credit to my sources?

- using source cards
- through EasyBib (www.easybib.com)
- other: _____



Big6 #5: Locate & Access Information

How will I show my results?

- written paper
- oral presentation
- multimedia presentation _____
- performance or _____
- other: _____

How will I give credit to my sources in my product or performance?

- include a written Works Consulted, Works Cited or Bibliography
- after the presentation, announce which sources I used
- other: _____

Materials I will need for my presentation or product:

How much time do I estimate it will take to find the information and create the product?

- 2-3 hours
- 4-5 hours
- 5-6 hours
- 7-8 hours
- 9-10 hours
- other: _____