

RESEARCH LOG

Keep track of when you search, where you search, how you search, what you find, ideas for next time, and other notes.

- The easiest way to keep a research log is by using a digital tool such as Google Drive. Keep articles/citations, email articles/citations to yourself, and/or make notes/copies of bibliographic information during each research session.
- If you are using notecards and paper as the way to document, be sure you print articles/citations, email articles/citations to yourself, and/or make notes/copies of bibliographic information during each research session.

Using these strategies will expedite your research process, help you formulate research plans, and let you easily retrace steps if needed.

Here is the information you need to track either with a digital tool or in a research notebook.

Date & Place	Database (db), Print Source (ps), Free Internet Site (fs)	DB Service (name& URL), Citation Information or Site Title & URL (where this filed)	Search Terms or Search Statements	Search Tips	Related Terms	Where you filed Notes and documents

Adapted from Tarleton State University Libraries http://www.tarleton.edu/departments/library/library_module/unit3/3log_lm.html

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