

# WRITING A RESEARCH REPORT

## What is a Research Report?

The process of preparing a research report has numerous steps. The student chooses a subject, prepares a list of questions to guide his/her research, gathers information from two or more sources, organizes the information, and presents it to the reader in a readable form.

### Examples:

**Subject** The subject of a research report should be narrow enough to be covered in a short report.

**Purpose** The purpose of a research report is to provide information for the reader.

**Audience** The audience of a research report is the person or group of people for whom the report is written.

**Facts/Opinions** A research report should contain facts and opinions that are separate and distinct.

**Questions** A research report should answer the questions that were asked at the beginning of the research.

**Sources** A research report should include information gathered from two or more sources.

**Works Cited** A page listing all the sources used in researching a report is known as the "Works Cited" page.



**PREVIEW**

Please [Sign In](#) or [Sign Up](#) to download the printable version of this worksheet



## Try This!

- 1] Choose a **narrower** topic for this general subject: **Global Warming**.
  - a] The Greenhouse Effect
  - b] The Ozone Layer
  - c] Science
  - d] Shrinking Glaciers and the Polar Bear
  
- 2] Which choice is a **fact**?
  - a] Canadians are friendlier than Americans.
  - b] Canada is a beautiful country.
  - c] Canadians enjoy outdoor activities.
  - d] The political divisions in Canada are called provinces.
  
- 3] Pick a **question** to answer for this topic: Choosing an Instrument to Play.
  - a] Is a person's height a factor in choosing an instrument?
  - b] How do you choose an instrument?
  - c] Is there a best instrument for everyone?
  - d] How many instruments are there?



## PREVIEW

Please [Sign In](#) or [Sign Up](#) to download the printable version of this worksheet