Research Challenge

Help Manual

Use this guide for extra help in completing your quests.

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Quests 2/3/4/5: The CRAAP Test

Are your sources crappy or not? Use this test for Quests 2-5 to evaluate your sources. Write scores on your task sheets. **30 points possible. Need at least 22.5 points (75%) to pass.**

| Currency  
<table>
<thead>
<tr>
<th>6 points total</th>
</tr>
</thead>
</table>
| 1. Is your information current enough for your needs?  
   a. Yes → 6 pts  
   b. Sort of → 3 pts  
   c. No → 0 pts |

| Relevance  
<table>
<thead>
<tr>
<th>9 points total</th>
</tr>
</thead>
</table>
| 1. How many usable quotes/pieces of information did you find?  
   a. I found three quotes that I could use in my paper → 3 pts  
   b. I found two quotes that I could use in my paper → 1.5 pts  
   c. There were no usable quotes → 0 pts  
2. Could you explain the information in this source to someone else?  
   a. I can explain the whole thing → 6 pts  
   b. I can explain half of the source → 3 pts  
   c. I only understand certain sentences → 0 pts |

| Authority  
<table>
<thead>
<tr>
<th>6 points total</th>
</tr>
</thead>
</table>
| 1. The author/publisher/source/sponsor of this information is:  
   a. A real person(s) (first and last name) → 3 pts  
   b. A real organization (government, business, institution) → 3 pts  
   c. Username or pseudonym OR... Can’t tell → 0 pts  
2. The author is:  
   a. Very qualified to write on this topic and has formal training → 3 pts  
   b. Qualified to write on the topic, but has no formal training → 1.5 pts  
   c. Not qualified to write on the topic / can’t tell → 0 pts |

| Accuracy  
<table>
<thead>
<tr>
<th>6 points total</th>
</tr>
</thead>
</table>
| 1. Does the author cite other experts?  
   a. Yes → 3 pts  
   b. No → 0 pts  
2. Does this information have spelling, grammar, or typographical errors?  
   a. Yes → 0 pts  
   b. No → 3 pts |

| Purpose  
<table>
<thead>
<tr>
<th>3 points total</th>
</tr>
</thead>
</table>
| 1. The main purpose of this information is to:  
   a. Provide facts or teach something → 2 pts  
   b. Sell something → 0 pts  
   c. Provide entertainment → 0 pts  
2. Does the author make the intention/purpose of this information clear?  
   a. Yes → 1 pt  
   b. No → 0 pts |
### Quest 2/3/4/5: In-text citations

For in-text citations, you need the 1) **Author** and 2) **Page number**.

#### Examples:

**Paraphrasing:**

According to *Jones*, MLA style is a difficult citation format for first-time learners (18).

Or... MLA style is a difficult citation format for first-time learners (*Jones* 18).

**Quoting:**

Human beings have been described by *Kenneth Burke* as “symbol-using animals” (18).

Or... Human beings have been described as “symbol-using animals” (*Burke* 18).

#### Common Exceptions (for others, see our [Citing Sources LibGuide](#))

<table>
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<tr>
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<th>Instructions</th>
</tr>
</thead>
</table>
| **Author unknown**                           | **Use title instead.** If title is too long, use first 1-3 words of title.  
Example: If the title is “Unplug, Don’t Drug”  
More than 50% of children have a television in their bedrooms (“Unplug” 6).  
Or... A *New York Times* article, “Unplug”, noted that an increasing number of waiting rooms have a television on all day” (6). |
| **Organization or corporation as author**     | **In a 2015 survey of managers, more than three-quarters of the responding companies monitor their employees’ use of the internet” (American Management Association 2).  
Or... According to a 2015 survey of managers by the American Management Association, more than three-quarters of the responding companies monitor their employees’ use of the internet (2). |
| **Two or three authors**                     | **Mention all authors.**  
*Kizza and Ssanyu* note that “employee monitoring is a dependable, capable, and very affordable process of recording all employee activities at work” (2).  
Or... Electronic surveillance of employees is a “dependable, capable, and very affordable process” (Kizza and Ssanyu 2). |
| **Four or more authors**                     | **Use first author followed by “et al.” (Latin for “and others”).**  
Medical researchers, *Insel et al.*, claimed that technology overuse by young children “is associated with developmental delays” (9).  
Or... Three critical factors for healthy child development are movement, touch, and connection to other humans (Insel et al. 9). |
| **Citing indirect sources**                  | If you use a source that was cited in another source, name the original source in your signal phrase. List the secondary source in your reference list and include the secondary source in the parenthesis.  
*Johnson* argues that...(ctd. In Smith 22). |
Quest 2: Finding articles in library databases

The Leeward CC Library pays for access to many useful databases that contain journal, magazine, and newspaper articles. You might be the most interested in EBSCOhost and ProQuest Research Databases.

Getting to the databases

1. Visit the library website: http://www2.leeward.hawaii.edu/library/
2. Click on “Research Databases”
3. Select hyperlinked database or use drop-down menu to see more options
EBSCOhost: Journal and magazine articles +

1. Click “Academic Search Complete” (this is an EBSCOhost database) to search for articles
2. Do a keyword search
   a. Try different terms until you find a good article (i.e. juvenile/youth or automobile/car)
   b. Add fewer terms for more results, and more terms for fewer results

ProQuest: Hawai’i news articles

1. Click on “ProQuest News & Newspapers”
2. Do a keyword search
3. Limit results by year (for current articles)
4. Use tools including the citation generator
Quest 3: Finding a book / ebook with Hawai‘i Voyager

1. Visit the Leeward Library website: [http://www2.leeward.hawaii.edu/library/](http://www2.leeward.hawaii.edu/library/)
2. Click “Hawai‘i Voyager Catalog”
3. Enter keywords and search at Leeward CC
4. Locate item
   a. Physical book will have call number (i.e. DVD 227 or HE4491.H65 H6 1992)
   b. Electronic resources (like ebooks and streaming videos) will have a link to open

Ebooks only? Use

1. Visit the Leeward Library website: [http://www2.leeward.hawaii.edu/library/](http://www2.leeward.hawaii.edu/library/)
2. Click “Find E-Books”
3. Select any of our (many) ebook databases
4. Read in browser, check-out (online), or download items
## Quest 3: Citing a book / ebook

The new 8th edition of the MLA Handbook provides a "universal set of guidelines" for citing sources across all format types. These guidelines state that, if given, these major elements should be included in the citation:

1. Author.  
2. Title of Source  
3. Title of Container  
4. Other Contributors  
5. Version  
6. Number  
7. Publisher  
8. Publication date  
9. Location

Sometimes, elements 3-9 will repeat again, if say, your journal was inside a database.

Examples:

<table>
<thead>
<tr>
<th></th>
<th></th>
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<tbody>
<tr>
<td>Book, Two Authors</td>
<td>Casell, Kay Ann and Uma Hiremath. <em>Reference and Information Services in the 21st Century: An Introduction</em>. Neal-Schuman, 2004. (NOTE: Authors should be listed in the order they are listed on the title page.)</td>
</tr>
<tr>
<td>Book, with other contributors</td>
<td>Homer. <em>The Odyssey</em>. Translated by Robert Fagles, Viking, 1996. Here are other common descriptions: Adapted by, Directed by, Edited by, Illustrated by, Introduction by, Narrated by, Performance by.</td>
</tr>
</tbody>
</table>
Quest 4: Finding a good website

1. Search google using your keywords

Tips:

- Try keywords/phrases from Quest 1
  - Browse your results. If the websites you find are not good, you should change your search terms
- Limit your search to only .gov or .edu sites (to bring up better results)
  - Try adding site:.gov or site:.edu or site:.hawaii.gov for State of Hawai‘i publications
Quest 4: Citing websites (MLA, 8th ed.)

Note: When including a URL, omit the http:// and https:// |

For more help citing sources, please visit the following:

- Purdue OWL (MLA): [https://owl.english.purdue.edu/owl/resource/747/01/](https://owl.english.purdue.edu/owl/resource/747/01/)

Quest 5: Creating a list of your sources (Works Cited)

- Begin your Works Cited page on a separate page at the end of your research paper. It should have one-inch margins and last name, page number header.
- Label the page Works Cited (do not italicize the words Works Cited or put them in quotation marks) and center the words Works Cited at the top of the page.
- List sources alphabetically (A-Z).
- Double space all citations, but do not skip spaces between entries.
- Use Hanging Indent (see below).
- List page numbers of sources efficiently, when needed. Note that MLA style uses a hyphen in a span of pages.
- If you're citing an article or a publication that was originally issued in print form but that you retrieved from an online database, you should type the online database name in italics. You do not need to provide subscription information in addition to the database name.

Example:


