

Table of Contents

Introduction	4
Unit 1: Elements of Writing	5
W.7.2, 4–6; WHST.7.2, 4–6	Lesson 1 The Writing Process..... 6
W.7.4–6; WHST.7.4–6	Lesson 2 Writing a Paragraph..... 23
W.7.2, 4–6, 8, 9; WHST.7.2, 4–6, 8, 9	Lesson 3 Main Idea and Details..... 32
W.7.2, 4–6, 8, 9; WHST.7.2, 4–6, 8, 9	Lesson 4 Cause and Effect..... 49
W.7.1, 2, 4–6, 8, 9; WHST.7.1, 2, 4–6, 8, 9	Lesson 5 Comparing and Contrasting 64
Unit 2: Types of Writing	81
W.7.1, 4–6, 9; WHST.7.1, 4–6, 9	Lesson 6 Reasoned Writing..... 82
W.7.2–6, 8, 9; WHST.7.2–6, 8, 9	Lesson 7 Descriptive Writing..... 98
W.7.2–6; WHST.7.2–6, 8, 9	Lesson 8 Narrative Writing..... 113
W.7.2, 4–6, 8, 9; WHST.7.2, 4–6, 8, 9	Lesson 9 Informational Writing..... 128
Unit 3: Research	143
W.7.2, 4–9; WHST.7.2, 4–9	Lesson 10 Researching Sources and Content..... 144
W.7.2, 4–9; WHST.7.2, 4–9	Lesson 11 Outlining the Research Paper..... 152
W.7.2, 4–9; WHST.7.2, 4–9	Lesson 12 Writing the Research Paper..... 159
Unit 4: Language Conventions	165
W.7.5; L.7.1, 2	Lesson 13 Language Conventions..... 166
W.7.5; L.7.1, 2	Lesson 14 Grammar 171
Practice Test	183
Handbook	191

Writing the Research Paper

W.7.2, 4–9; WHST.7.2, 4–9

Once you have organized and planned your writing, then you are ready to write a draft of the paper.

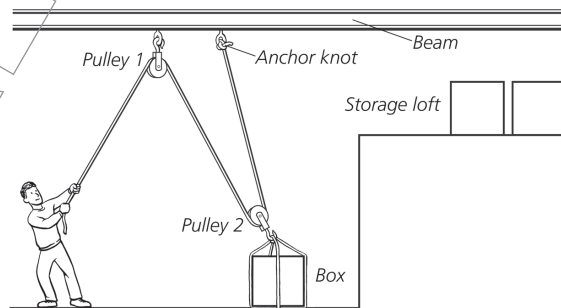
Step 5: Write the Research Paper

You use the same process to write the research paper as with the other types of writing that you do. First, you plan. Then you write a draft. Next, you revise and edit your writing. Finally, you publish your work. Your teacher will tell you the expectations for how to format the paper. There may be a specific typeface, type size, or margin that you need to use. She may specify that you should include visual elements as well.

Visual elements help present your material. The subject matter of your paper will influence the graphics you might decide to use. A diagram is useful for a science paper, while a photograph is helpful in a biography. A bar graph compares the sizes of groups or measurements. A line graph shows changes over a period of time. A pie chart or circle graph shows the parts of a whole. A data table uses rows and columns to compare information about two or more things. A diagram shows how something works. A timeline gives the dates and names of events. This shows the order in which events occurred. A map shows locations. You should also include a credit explaining where you found the visual element if it is not something that you created.

FREEZING AND BOILING POINTS OF COMMON SUBSTANCES

Substance	Freezing Point (°C)	Boiling Point (°C)
Iron	1,538	2,861
Gold	1,064	2,856
Table salt	801	1,465
Oxygen	-219	-183
Water	0	100



Guided Practice

Read the passage about Dolley Madison on pages 152–153. Then answer the questions.

Which would be the *best* visual aid to use to illustrate this passage?

- A a graph showing the battles of the War of 1812 and the victors
- B map of Washington, D.C., showing the location of the White House
- C timeline of events leading up to the burning of the White House
- D photograph of the rescued portrait of George Washington



Choice D is the correct answer. Dolley Madison's rescue of George Washington's portrait is an important point in the article. The reader might want to see the portrait that was rescued. Choices A, B, and C are incorrect because they do not support the main idea or purpose of the passage.

Which would be the *best* visual aid to show events in the life of Dolley Madison?

- A photograph
- B pie chart
- C timeline
- D line graph



Choice C is the correct answer. A timeline shows the sequence of events. Choices A, B, and D are incorrect. These would not show the order in which events occurred. A photograph shows what something looks like. The pie chart shows the parts of a whole. The line graph shows changes over a period of time.

Step 6: Credit the Sources

Everyone wants to be acknowledged for his or her contributions or work. A “Works Cited” or source list is an important part of the research paper because it gives credit to those whose work you used. It helps the reader know where you found your information and how current your sources are. It also makes sure that you are not taking credit for someone else’s words or work. The source list appears at the end of the research paper.

Commonly accepted facts do not need a source citation. Quotations, facts, figures, charts, and other information that you found in a source do need to be credited. You do this with an in-text citation. In-text citations are placed directly after the information that was quoted or used. A source note includes the author’s last name and the page number where you found the information. The note comes directly after the information being cited and before the period at the end of the sentence. The information is enclosed in parentheses. Here is an example.

James Madison was secretary of state under Thomas Jefferson and helped oversee the Lewis and Clark Expedition (Michaels 25).

This citation tells the reader that the author’s last name is Michaels and that the information was found on page 25 of a book or other resource by the author.

If you don’t have an author, shorten the title, place quotation marks around the title, and give the page number. Here’s an example.

James Madison was secretary of state under Thomas Jefferson and helped oversee the Lewis and Clark Expedition (“Madison and Jefferson” 25).

The **bibliography** at the end of the paper lists sources that you used. The bibliography has a specific format. The sources are listed alphabetically by last name. The source citation includes the author, the title of the work, the date of publication, and the publisher. Most follow a specific style. The Modern Language Association or MLA style is an example of one style used by many writers.

Book with one author

Last name, first name. *Title of book*. City where published: Publisher, year of publication, Print.

Hobson, Charles. *James Madison*. Charlottesville, Virginia: University Press, 2008.

Website

Last name of author, first name. “Title of work.” Publisher or sponsor of the site (if available), day month year of publication (if nothing available, use n.d.) Website. Retrieved day month year of access. <entire online address>. Online.

“Making of the Constitution.” www.montpelier.org. 14 August 2011. Retrieved 14 September 2011. < http://www.montpelier.org/explore/james_madison/making_constitution.php>. Online.

Magazine

Last name of author of article, first name. "Title of article." Name of magazine day month year: page numbers where article appeared in magazine. Print.

Miller, James. "The Constitutional Convention." *American History* April 2011: 20-25. Print.

The source list or bibliography would look like this:

Bibliography

Hobson, Charles. *James Madison*. Charlottesville, Virginia: University Press, 2008.

"Making of the Constitution. www.montpelier.org. 14 August 2011. Retrieved 14 September 2011. < http://www.montpelier.org/explore/james_madison/making_constitution.php>. Online.

Miller, James. "The Constitutional Convention." *American History* April 2011: 20-25. Print.

Guided Practice

Read the questions. Then answer them.

Look at the bibliography above. How are the sources listed?

- A alphabetically by author or title
- B print sources first, then online sources
- C online sources first, then print sources
- D title followed by author

✓ Choice A is the correct answer. The sources should be listed alphabetically by the author's last name. If there is no author given, then the title of the source should be used. Choices B, C, and D are incorrect.

Why should you include a bibliography?



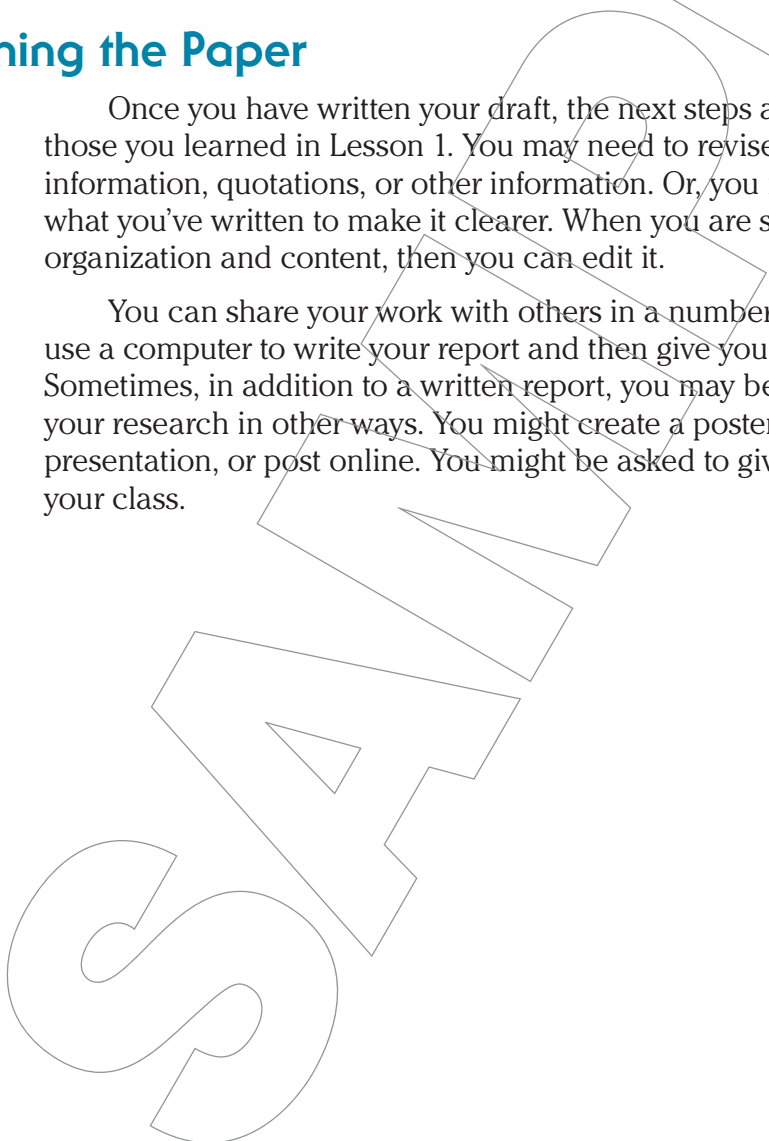
Think about the purpose of the bibliography. What information does it give the reader? Here is a sample answer:

The bibliography lists the sources that you used. This helps the reader know where you found your information. The bibliography gives credit to the people whose work you used.

Publishing the Paper

Once you have written your draft, the next steps are the same as those you learned in Lesson 1. You may need to revise your paper to add information, quotations, or other information. Or, you may need to revise what you've written to make it clearer. When you are satisfied with the organization and content, then you can edit it.

You can share your work with others in a number of ways. You can use a computer to write your report and then give your teacher a copy. Sometimes, in addition to a written report, you may be asked to publish your research in other ways. You might create a poster, give a PowerPoint presentation, or post online. You might be asked to give an oral report to your class.



Test Yourself

Read the questions. Then answer them.

- 1 Write a bibliographic citation for *Dolley Madison* by Sharon Smith. The book was published in 2011 by University Press in Charlottesville, Virginia.

- 2 Write an in-text citation for facts taken from page 35 in Chapter 1 of the book *First Among First Ladies: Dolley Madison* by the author K. C. Jackson. Modern Press of New York City published the book in 2011.

- 3 List two ways to publish the research from a report.

- 4 Which visual element compares changes over time?

- A timeline
- B pie chart
- C bar graph
- D line graph