My Research Project: Create a Project Timeline

In your research log, start a project timeline like the one shown here. The steps in your process might be different than the ones listed below, of course, but many research writing projects follow this general process. As you create your timeline, keep in mind any specific requirements of your assignment, such as handing in a first draft, submitting revised drafts, and so on.

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| PROJECT TIMELINE |
| Activity | Start Date | Completion Date |
| Select your topic |  |  |
| Explore your topic |  |  |
| Refine your topic |  |  |
| Develop your research question |  |  |
| Read and evaluate information |  |  |
| Begin to take a position |  |  |
| Take notes |  |  |
| Plan your search for information |  |  |
| Collect information |  |  |
| Organize your information |  |  |
| Draw conclusions about your topic |  |  |
| Develop your thesis statement |  |  |
| Identify reasons and evidence |  |  |
| Organize your document |  |  |
| Write the first draft of your document |  |  |
| Review and revise your first draft |  |  |
| Write and revise additional drafts |  |  |
| Edit your draft |  |  |
| Design your document |  |  |
| Finalize in-text and end-of-text citations |  |  |
| Publish and submit your document |  |  |