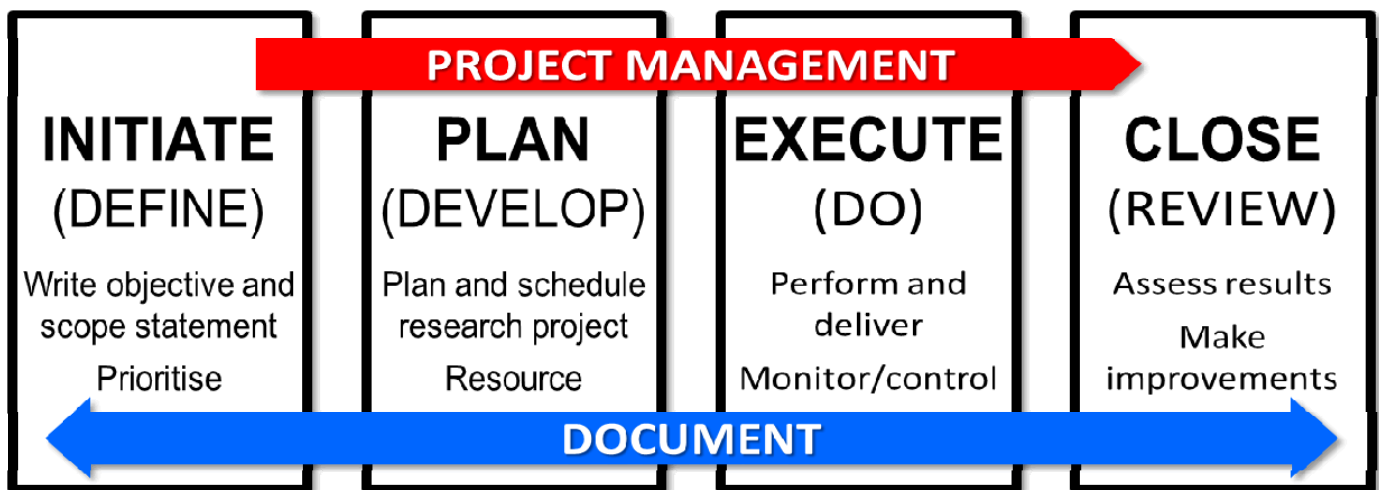


Genealogy Research Project Worksheet



INITIATE

1. **Write your objective as a management question.** This provides a focus for research.
2. **Review the information available** to determine what you already know and what you don't. Select and record each fact you want to try to uncover as a **research question**.

PLAN

3. **Identify possible records or sources** to answer each specific research question. **Write down each possible source on a research list.**
 - a. To learn a death date, search for a death record or obituary.
 - b. If you're looking for the names of a couple's children, look for the family in a census.
 - c. And you can always enter the name in a search engine to troll for whatever arises.

EXECUTE

4. **Locate and search the record or source.** Determine where and how you can access the record or source then search the record. **Record results, whether positive or negative.** This ensures that you will not waste time by doubling back on the same track later.
5. **For all records or photographs found, transcribe and/or extract the important details from the document or source, or make a photocopy.**
 - a. If it is a digital image or a web page, print a copy or save it to your computer.
 - b. If the source does not contain information on your ancestor, make a note.
 - c. **Record a full citation** in your research notes, as well as on any document copies.

REVIEW AND CLOSE

6. **Analyse and evaluate the new information.** Are all research questions answered? Is your management question answered? **Write down the findings of your analysis.**
 - a. If the **management question** is answered, well done! You can now set a new goal.
 - b. If not, return to Step 2 and **write down some new research questions.**
 - c. If you've exhausted every possible source and don't have answers, **document everything** and return to Step 1 to consider another **management question**.

REVISED Bloom's Taxonomy Action Verbs

Bloom's taxonomy (named after Benjamin Bloom) is a set of hierarchical models used to classify educational learning objectives into levels of complexity and specificity. They cover objectives in cognitive, affective and sensory domains. Cognitive domain action verbs are shown below.

Definitions	I. Remembering	II. Understanding	III. Applying	IV. Analysing	V. Evaluating	VI. Creating
Bloom's Definition	Exhibit memory of previously learned material by recalling facts, terms, basic concepts, and answers.	Demonstrate understanding of facts and ideas by organizing, comparing, translating, interpreting, giving descriptions, and stating main ideas.	Solve problems to new situations by applying acquired knowledge, facts, techniques and rules in a different way.	Examine and break information into parts by identifying motives or causes. Make inferences and find evidence to support generalizations.	Present and defend opinions by making judgments about information, validity of ideas, or quality of work based on a set of criteria.	Compile information together in a different way by combining elements in a new pattern or proposing alternative solutions.
Verbs	<ul style="list-style-type: none"> • Choose • Define • Find • How • Label • List • Match • Name • Omit • Recall • Relate • Select • Show • Spell • Tell • What • When • Where • Which • Who • Why 	<ul style="list-style-type: none"> • Classify • Compare • Contrast • Demonstrate • Explain • Extend • Illustrate • Infer • Interpret • Outline • Relate • Rephrase • Show • Summarise • Translate 	<ul style="list-style-type: none"> • Apply • Build • Choose • Construct • Develop • Experiment with • Identify • Interview • Make use of • Model • Organize • Plan • Select • Solve • Utilize 	<ul style="list-style-type: none"> • Analyse • Assume • Categorize • Classify • Compare • Conclusion • Contrast • Discover • Dissect • Distinguish • Divide • Examine • Function • Inference • Inspect • List • Motive • Participate in • Relates to • Simplify • Survey • Take part in • Test for • Theme 	<ul style="list-style-type: none"> • Agree • Appraise • Assess • Award • Choose • Compare • Conclude • Criteria • Criticize • Decide • Deduct • Defend • Determine • Disprove • Estimate • Evaluate • Explain • Importance • Influence • Interpret • Judge • Justify • Mark • Measure • Opinion • Perceive • Prioritize • Prove • Rate • Recommend • Rule on • Select • Support • Value 	<ul style="list-style-type: none"> • Adapt • Build • Change • Choose • Combine • Compile • Compose • Construct • Create • Delete • Design • Develop • Discuss • Elaborate • Estimate • Formulate • Happen • Imagine • Improve • Initiate • Invent • Make up • Maximise • Minimise • Modify • Original • Originate • Plan • Predict • Propose • Solution • Solve • Suppose • Test • Theorise