**Note cards**: The purpose of note cards in research writing is to help you organize your evidence as you find it.  (Evidence is anything that supports your topic—especially quotations, text summaries and facts.)  The note card provides all the critical information about that piece of evidence:  where you found it, how it supports your topic and the evidence itself.

**Using note cards:**

Step 1: Read the material. Read with your topic in mind. Use skimming and scanning to get the main idea. Then read the text carefully for key details about your topic.

Step 2: Restate and condense the information in your own words (summarize or paraphrase). You may use any format to take your notes – outline, chart, list, bullet points, web, sentences, direct quotes.

Step 3: Complete your note card (include the card #, outline position and source citation).

**Sample Note Card:**

|  |
| --- |
| **Card # 1**  **Outline position (Roman Numeral, letter and title):**  III. A. How capitalism affects the poor. |
| **Source Citation (source #1):** Steinbeck, John. *The Grapes of Wrath*. New York: Penguin Books, 1976. Print. |
| **Evidence and page number (quotation, summary, fact):**  “But—you see, a bank or a company can’t do that, because those creatures don’t breathe air, don’t eat side-meat. They breathe profits; they eat the interest on money. If they don’t get it, they die the way you die without air, without side-meat. It is a sad thing, but it is so. It is just so.” (p. 41) |
| **How this supports my topic:** This quote supports my topic because it shows how cold and calculating big businesses were to poor people during the depression. For large corporations it was just a matter of profit margins, but for the poor the hunger was real. |

**Source Citation (source number):**  Following MLA standards, completely cite the source you are using. Remember: Mel.org provides citations that you can copy and paste. HINT: Once you write the citation on one note card, you can easily cut and paste it into any other note cards for the same source.

**Source Number:** Number your sources in the order in which you research (minimum of five sources). Example: The first source you find and use is source number 1. The second source is number 2 etc…

**Digital Note Card Practice**

1. Using your computer, login to Google Classroom and find the **Practice Digital Note Cards** assignment.
2. Use the information below to complete two practice digital note cards.
   1. Refer to pages 11-16 in your research paper packet for MLA citation guidelines.
3. Turn the assignment in (turn in button) when you are finished.

Source #1 (book)

Topic: Attracting Birds to Your Backyard

Outline Position: II. A. Bird Food and Feeders

Read this information and take notes for this source

page 22

Attracting birds to your backyard is easy and rewarding. First, you must provide some food. Different birds prefer different foods, so find out what the birds in your area like to eat. Hang feeders where you can see them but away from the house, so your movements won’t scare the birds away. Also hang feeders near bushes or in trees, so birds will have a perch nearby and someplace to hide should they become afraid of predators.

Another way to attract birds is with a birdbath. All birds like to splash and preen their feathers, and they might as well do it in your backyard, where you can enjoy the show. Find a shallow bowl or basin and fill it with fresh water daily.

-by Donald Jones

from *Birding in Your Backyard*

Phoenix, Arizona

Nature and Nurture Press

2004

Source #2 (magazine)

Topic: How Dogs Descended from Wolves

Outline Position: III. B. Dogs and Wolves

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Dogs and wolves are descended from the same ancestor: the ancient wolf. Over thousands of years, dogs evolved to form their own species, and wolves remained wolves. Some scientists believe that some wolves evolved into dogs because they learned that hanging around humans would get them food. Eventually, the humans learned to tame the wild wolves to keep their homesteads safe. These animals became part of the human pack rather than the wolf pack. They learned how to “read” humans’ feelings and behaviors, mainly for their own survival (food again). They developed into the loyal and trusty pets that so many households enjoy today.

-by Janella Perkins

from *It’s a Dog’s Life Magazine*

June 23, 1991

Read this information and take notes for this source