INSTRUCTIONS FOR ALL ASSIGNMENTS IN THE PREPARATION UNIT:

1. Each day I lecture to introduce a new skill the student will need to take notes. Format is your choice but in some style of outline form, no big paragraphs. I usually talk in question and answer format. I will define, indicate where more information can be found, etc. Date and label each topic and put all on the same document. If you are sick, zoom doesn't work, etc. get notes from a friend. (I encourage everyone to find someone to stay in touch with that is taking global to me for this reason.)

2. I will teach you how to use Gale (under High School e-sources on your myscs). This research engine will offer you topic to research. You will select a topic under the opposing viewpoints tile and see how to use the filters on the right. Remember it must be a global topic or it cannot be used. We will filter type, year, etc. to make your research easier. Once we have done this, we will find a topic and from looking at the articles and your basic understanding the student will list the topic, then underneath it place two reasons why you should do it and two reasons why not. Name, item number, topic, 2 for reasons, and 2 no reasons will be listed and labeled. Send to Blackboard with you name and the item number (#2) and submit the document to the drop box for the preparation unit. (If the file is underlined it is submitted, if it doesn't work you have unlimited submissions available.)

3. Using the topic, the student picked and the reasons you selected in assignment 2, find 2 articles that prove your reasons on both sides. That would be a total of 4. Read the articles, proof doesn't describe or define, proof means it happened somewhere, a study was done, a publication displays the points made in a study or place. The assignment is taking the title and the URLs and placing them under the reason that the student established earlier. The assignment should have the topic, reason – title and URL (repeated four times.) Submit to the Blackboard using the guidelines given above.

4. The lecture and examples should be a guide how to do analysis. Using one of the articles you have selected, read for comprehension. Then select two

sentences you believe get important facts about why the article believes what it believes. Copy and paste the two sentences and then write a sentence of analysis. Remember: analysis is objective and derives a deeper meaning or a connection between the two points. Submit to Blackboard using the guidelines given above.

5. Now we need to write an acceptable Cambridge question to guide the topic. Questions start with the following: Is, Are, Do, Does, Should, To what extent. The topic must be arguable and have a global emphasis. It cannot be about the US. Once you have written the question attach it to the reasons and examples (2 reasons for each side, with 2 examples for each reason) and the one set of facts with analysis (you did this in #2,3, & 4). Combine with labels on each section. Submit to Blackboard using the guidelines given above.

6. Evaluation is the next step. Analysis is the objective understanding of the meaning but evaluation or judgement is the subjective link to the question. Go back to #5 and the example you attached analysis and write a sentence of evaluation. Yes, just copy and paste assignment #5 and add one more sentence. The evaluation sentence should be highlighted. Submit the entire document to Blackboard.

7. Now that I have shown you how to get an APA citation reference from Opposing Viewpoints, copy and paste all four of your citations of your examples on a document. After you have them on your document you can send them or copy and paste (remember if you use many of citation programs you may have to do the hanging indent yourself, see edit in word under paragraph). The four examples need the word References at the top, left rectified, double space everything and place them in alphabetic order, as I have shown you. You cannot find the sort button in 365 but have to change to edit in word and you will find the sort button on the top tool bar. Submit the assignment to Blackboard.

   EXTRA CREDIT: Submit a list of top ten academic search engines. This is not Wiki or Google. Submit to Blackboard.