

Information and Tips for Writing the Term Paper

1. Selecting a Topic

All paper topics need to be approved by the instructor. This involves attending at office hours and discussing the paper topic with the instructor. When an agreeable topic has been selected, the topic is entered on the individual's file card and, in most cases, a template example paper is provided to provide a guide to assist in preparing the paper. It is OK to change topics, but any such changes need to be approved and entered on the file card.

2. Use APA method for citations and referencing

Information about referencing styles can be found on the Library website at:

<http://www.lib.sfu.ca/researchhelp/writing/index.htm>

Where information has been obtained from a website, provide as accurate a description of the *hardcopy* source as possible as well as the URL.

3. Read the 'Term Paper Evaluation Worksheet'

The basic process used for marking the paper is given in the term paper evaluation worksheet that can be found on the class webpage.

Note: Items that are italicized – especially the requirement that the paper '*be related to course themes*'.

4. 'The window to research effort is the bibliography'

The bibliography is an alphabetical listing of the sources used in producing the paper. This will include sources that are directly cited in the paper as well as important sources that were used as background material.

5. Check the paper for grammatical and spelling errors

Misspelling the instructor's name is not good.