ST STEPS TO SUCCES AMPERIOR INCHION

> CORWIN A SAGE Company

## **Contents**

Preface	xiii
New to This Edition	xiii
Audience	xiv
Special Features and Text Organization	xiv
Acknowledgments	xvii
About the Authors	xix
Introduction	1
Key Vocabulary	1
The Purpose of a Literature Review	2
The Literature Review Defined	3
The Literature Review Process	4
Step 1. Select a Topic	5
Step 2. Search the Literature	6
Step 3. Develop the Argument	6
Step 4. Survey the Literature	6
Step 5. Critique the Literature	6
Step 6. Write the Review	6
Inquiry: The Necessary Precondition	7
Ethics	8
Pack Wisely Before You Begin	9
Tips	10
Summary	11
Checklist	11

Chapter 1: Step 1. Select a Topic	13
Key Vocabulary	14
Task 1. Choose a Research Interest	16
Exercises	17
Researcher Bias	18
Task 2. Refine a Research Interest From	
a Personal Interest	20
Activity 1. Specifying a Research Interest	20
Activity 2. Focusing the Interest	21
Activity 3. Selecting a Perspective	22
Activity 4. Reflection: The Key to	
Interest Selection	23
Task 3. Use the Research Interest to Identify	
a Preliminary Research Topic	25
Rules for Library Use	29
Task 4. Write the Preliminary Research Topic Statement	31
Tips	33
Summary	33
Checklist	35
Checking	
Chapter 2: Step 2. Search the Literature	37
Chapter 2: Step 2. Search the Literature	37
Chapter 2: Step 2. Search the Literature Key Vocabulary	37 38
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review	37 38 39
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search	37 38 39 40
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data	37 38 39 40 42
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data Activity 2. Scanning the Literature	37 38 39 40 42 44 49 51
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data Activity 2. Scanning the Literature Activity 3. Skimming the Literature	37 38 39 40 42 44 49
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data Activity 2. Scanning the Literature Activity 3. Skimming the Literature Activity 4. Mapping Your Materials	37 38 39 40 42 44 49 51
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data Activity 2. Scanning the Literature Activity 3. Skimming the Literature Activity 4. Mapping Your Materials Activity 5. Creating Subject Memoranda	37 38 39 40 42 44 49 51 56
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data Activity 2. Scanning the Literature Activity 3. Skimming the Literature Activity 4. Mapping Your Materials Activity 5. Creating Subject Memoranda Task 3. Refine Your Topic	37 38 39 40 42 44 49 51 56 57
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data Activity 2. Scanning the Literature Activity 3. Skimming the Literature Activity 4. Mapping Your Materials Activity 5. Creating Subject Memoranda Task 3. Refine Your Topic Tips	37 38 39 40 42 44 49 51 56 57
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data Activity 2. Scanning the Literature Activity 3. Skimming the Literature Activity 4. Mapping Your Materials Activity 5. Creating Subject Memoranda Task 3. Refine Your Topic Tips Summary	37 38 39 40 42 44 49 51 56 57 59
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search	37 38 39 40 42 44 49 51 56 57 59 61
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search	37 38 39 40 42 44 49 51 56 57 59 61 63
Chapter 2: Step 2. Search the Literature Key Vocabulary Task 1. Select the Literature to Review Task 2. Conduct a Literature Search Activity 1. Managing Your Data Activity 2. Scanning the Literature Activity 3. Skimming the Literature Activity 4. Mapping Your Materials Activity 5. Creating Subject Memoranda Task 3. Refine Your Topic Tips Summary Checklist Chapter 3: Step 3. Develop the Argument Key Vocabulary	37 38 39 40 42 44 49 51 56 57 59 61 63 64

;

Concept 4. Understanding Claims	70
Claims	70
Claim Acceptability	72
Concept 5. Building Evidence	75
Data Versus Evidence	75
Data Quality	76
Data Relevance	77
Qualifying the Claim	78
Concept 6. Warrant—Logically Connecting	
the Evidence to the Claim	79
Concept 7. Multiple Claims Arguments	81
Tips	83
Summary	83
Checklist	85
Chapter 4: Step 4. Survey the Literature	87
Key Vocabulary	88
Task 1. Assemble the Collected Data	89
Activity 1. Cataloging the Data	91
Task 2. Organize the Information	92
Activity 1. Arranging Information	
to Build Evidence	92
Activity 2. Organizing the Information	
and Building Claims	97
Task 3. Analyze the Patterns of the Data	99
Complex Reasoning	100
Comparative Reasoning	101
Building the Discovery Argument: An Example	102
Activity 1. Mapping the Argument of Discovery	104
Activity 2. Analyzing the Argument	106
Tips	107
Summary	107
Checklist	109
Chapter 5: Step 5. Critique the Literature	111
Key Vocabulary	112
Concept 1. Implicative Reasoning	113
Concept 2. The Two Arguments	114
Concept 3. Argument Patterns	, 116

.

Concept 4. Backing	123
Concept 5. Fallacies	129
Concept 6. The Case Is Everything	131
Tips	131
Summary	131
Checklist	133
Chapter 6: Step 6. Write the Review	135
Key Vocabulary	136
The Writing Process: Overview	136
Task 1. Write to Understand	139
Activity 1. Reviewing Notes and	
Memoranda	139
Activity 2. Exploratory Writing	140
Activity 3. Outlining	142
Activity 4. Preliminary Drafting	152
Task 2. Write to Be Understood	154
Activity 1. Writing the First Draft	155
Activity 2. Working With the Second	
and Third Drafts	158
Activity 3. Completing the Final Draft	159
Style Manuals	160
Tips on Writing	161
Last Words	161
Glossary	163
References and Further Reading	167
Index	169