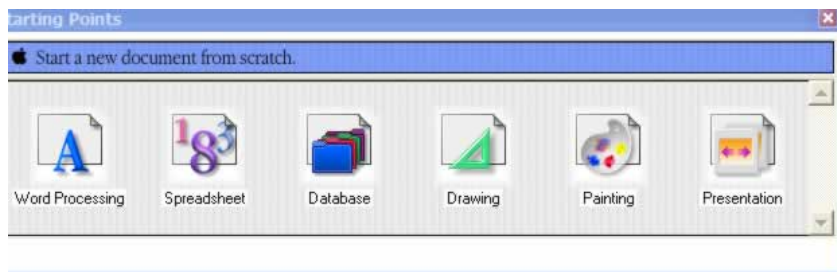


## Using a K-W-L Chart to Plan a Research Project (8R6)

**Task:** Create a K-W-L chart to help you plan your research project.

**Step 1:** Open *Appleworks 6*.

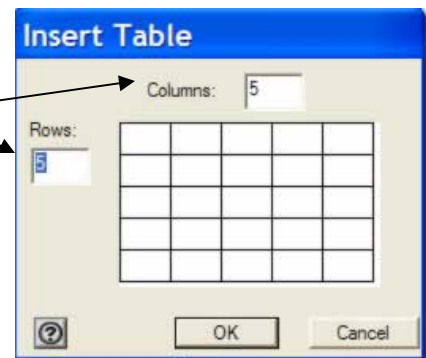
**Step 2:** Select **Word Processing** in the “Starting Points” window.



**Step 3:** Choose **Insert Table** from the “Table” menu.

**Step 4:** Enter 4 rows and 3 columns for your table and then click **OK**. The table will be created.

**Step 5:** Enter “K” in the first cell, “W” in the second cell, and “L” in the third cell in the first row by clicking in each cell and typing.



**Step 6:** To add rows of cells to your table, click in the table, then select the row that will be beneath the new row. Select the row by dragging through all the cells in that row. Choose **Insert Cells** from the “Table” menu.

**Step 7:** Type “Questions” and “Resources” in the last two cells in the first column.

**Step 8:** To combine the cells in these rows, select the cells in that row. Choose **Merge Cells** from the “Table” menu. Your table should look like this (but with more rows):

K	W	L
Questions:		
Resources:		

**Step 9:** With a partner, begin filling in the “K” and “W” columns.

**Step 10:** Think of 5-7 good research questions and type them in the “Questions” cell.

**Step 11:** Evaluate the questions using the question checklist (see below). Add or delete new questions if necessary.

**Question Checklist:**

- Does the question give you lots of information, or can it be simply answered with “Yes” or “No”?
- Does the question begin with a question word such as “How” or “Why”?
- Does the question invite discussion and elaboration?
- Do people have strong opinions about the question?
- Are teachers and classmates interested in the question?

**Step 12:** Write possible resources and key words in the “Resources” cell. Update them by adding new ones and removing ones that didn’t work as you continue your research. Don’t forget to record them in proper bibliographic format – you don’t want to forget where your information came from!