Research Skills Inventory

Next to each of these research skills, please check the left-most box if this is a skill students would need to successfully complete a research assignment you have used or are considering using. In the next box, indicate if you teach this skill in your class.

☐ □ Identify library services and availability of resources in order to develop a realistic overall plan for research.

☐ □ Use general information resources to increase familiarity with the topic and disciplinary vocabulary.

☐ □ Define the research topic, question or thesis to achieve a manageable focus appropriate to the assignment criteria, available resources, and evidence needed to support thesis.

☐ □ Identify keywords, synonyms and related terms in order to flexibly search information resources.

☐ □ Identify the range of information source types available (such as peer-reviewed journals, newspaper articles, books, reference sources, etc.), their distinguishing characteristics and intended audiences, in order to select those appropriate based on the information need.

☐ □ Identify the features and content of different research tools (such as databases, catalogs and websites) in order to search those most appropriate to the information need.

☐ □ Develop a strategy for persisting in information seeking despite challenges in order to overcome potential roadblocks in research.

☐ □ Identify and use search language, controlled vocabulary or search features appropriate to the research tool in order to retrieve relevant results.

☐ □ Narrow, broaden, or modify their search, research topic, question or thesis based on initial search results.

☐ □ Seek resources from diverse perspectives in order to broaden their frame of reference.

☐ □ Select appropriate means for recording or saving relevant sources in order to retrieve them when needed.
- Observe and use pointers to additional information (authors, footnotes, bibliographies, controlled vocabulary, etc.) in order to locate additional sources.
- Devise a system for keeping up with the latest research on their topic(s).
- Examine a work’s citation and abstract in order to determine its relevance to their research.
- Critically examine sources for depth of coverage, quality, and validity in order to select those appropriate to the information need.
- Recognize the cultural, physical, social and historical contexts of an information source in order to understand how they influence the content.
- Synthesizes main ideas from information sources in order to visualize the source’s relationship to their argument.
- Integrates information found in sources, including quotations and paraphrasings, in order to support the purposes of their assignment.
- Recognize issues related to privacy, ethics, intellectual property and copyright in order to respect the rights of others, comply with laws and contracts, or safeguard personal information.
- Provide attribution using an appropriate documentation style when quoting or paraphrasing the ideas of others in order to acknowledge the research sources used.
- Apply the author’s intended meaning when quoting or paraphrasing in order to accurately represent content.