

How?

Some types of information have already gone through an evaluation and selection process - *such as published books and academic journals*. The most important task when you do research is to evaluate anything you find. Do this by using the following **evaluation factors** (*applicable to websites and other resources*):

Authority: Has it been peer reviewed or gone through an editing process? Is it written by a reputable author(s), organization, corporate body, etc.

Accuracy: Is it based on facts? Is it well written using scientific language and terms? What is the research methodology? Does it include a bibliography and references? Has it been cited by others?

Objectivity: Is the information presented in an objective way or is it to promote a particular purpose (e.g. political)? Is it an academic or educational site or just a commercial site with advertising or profit purposes?

Currency: Is the information current or out of date? (*this factor always depends on the topic e.g. Science is based on more current information rather than a Historical topic*). When was the site and links last updated?

Coverage: Is the information comprehensive? How deep is the research? Is it fact or just one's opinion?

ORGANISE your material and start to **WRITE**.

Remember to CITE all the sources you used in your research!

For further help you may reach the Library Services Desk by email at: library@city.academic.gr or anagnostopoulou@city.academic.gr, by phone: +30 2310 538560/961 or in person at the Information & Learning Commons (ILC), 6th floor, Leontos Sofou building.