



Make your outline.

- Get out your preliminary outline and your notes.
 Sort your notes into piles according to their heading.
 Read over your preliminary outline and your notes.
 Using a pencil, number your notes in the order that you will present them in your paper.
 On another piece of paper, make your complete outline.
 Check your purpose statement. Does it make sense with your notes and outline? Make any necessary changes.



Show your outline to your teacher.

Lesson 9

Formatting Quotations

(251)

If you are like most researchers, you will include quotations from others. Do not use too many quotations in your paper, though. Your readers will want to read what you wrote, not what someone else wrote. For this paper, you should have at least one quote, but no more than three. When you do use a quote, enclose it in quotation marks.

Here are guidelines for writing quotations:

You can introduce a quotation with a colon:

Soon after stepping into the presidency following Roosevelt's death, Harry Truman told his consultant: "Leonard, I have just gotten some important information. I am going to have to make a decision which no man in history has ever had to make. I'll make the decision, but it is terrifying to think about what I will have to decide."

You can introduce a quotation with the word *that*:

President Truman told his consultant **that he had** "just gotten some important information. I am going to have to make a decision which no man in history has ever had to make. I'll make the decision, but it is terrifying to think about what I will have to decide."

A long quotation:

If the quotation is more than five lines long, it should be indented one inch (2.5 cm) from both left and right margins. Single-space the quotation and do not use quotation marks.

Ten-year-old Toshio Nakamura wrote the following essay nearly a year after the bombing:

The day before the bomb, I went for a swim. In the morning, I was eating

peanuts. I saw a light. I was knocked to little sister's sleeping place. When we were saved, I could only see as far as the tram. My mother and I started to pack our things. The neighbors were walking around burned and bleeding. Hataya-san told me to run away with her. I said I wanted to wait for my mother. We went to the park. A whirlwind came. At night a gas tank burned and I saw the reflection in the river. We stayed in the park one night. Next day I went to Taiko Bridge and met my girl friends Kikuki and Murakami. They were looking for their mothers. But Kikuki's mother was wounded and Murakami's mother, alas, was dead.

Crediting Quotations

(254)

You must identify all sources of direct quotes. Here are guidelines to follow for your citations.

If the quote is from a book, write the name of the author and page number from which the quote is taken, in parentheses after the quote.

Soon after stepping into the presidency following Roosevelt's death, Harry Truman told his consultant: "Leonard, I have just gotten some important information. I am going to have to make a decision which no man in history has ever had to make. I'll make the decision, but it is terrifying to think about what I will have to decide" (**Kurzman 230**).

If the author's name is already included in your text, put only the page number in parentheses at the end of the quote.

Don Kurzman, in his book *Day of the Bomb: Countdown to Hiroshima*, stated that soon after stepping into the presidency following Roosevelt's death, Harry Truman told his consultant: "Leonard, I have just gotten some important information. I am going to have to make a decision which no man in history has ever had to make. I'll make the decision, but it is terrifying to think about what I will have to decide" (**230**).

If your quote was taken from a magazine, list the author's last name, followed by the page number.

Colonel Paul W. Tibbets entered the picture in September of 1944 when he learned that he had been chosen to lead a secret mission—so secret that he could tell no one. He was to train a crew "in secret to drop a bomb that hadn't been built, on a target that hadn't been chosen" (**Oxford 14**). Even his crew didn't know what all of this secret training was about.

Even if you do not directly quote an author, if you have paraphrased his idea or opinion, you need to credit your source.

Then, as she turned to go to the air-raid shelter, a blinding sheet of light swept across the sky and she was knocked off her feet. When she came to, she found that strips of skin had been torn from her body and she was bleeding all over. She stumbled to the nearest hospital, where her father found her later (**Kurzman 412-414**).

Getting Started

(190, 191, 252)

Are you ready to start writing? You know what you want to say, but you probably wonder how to get started. Your beginning sentence should be an interesting statement about the subject, not just the first point in your outline. It should catch the attention of your reader. Don't start every sentence with *He was* or *They have* or *Then*.

Here are two opening paragraphs for a research paper about the bombing of Hiroshima. Which is better? Why?



Circle the letter of the better beginning.

1. a. In 1945, the United States was at war with Japan. On August 6, they dropped an atomic bomb on Hiroshima. Thousands of people were killed or badly injured and much of the city destroyed.
- b. A plane appeared out of the blue and flew over the city. Seconds later, a brilliant flash of light broke the air and the noise of the explosion startled people miles away. Underneath the cloud of gas and dust that climbed higher and higher, thousands lay dead or dying.



Write the first paragraph of your paper.



Beginning the Rough Draft

(189-192, 251, 252)

Follow these instructions when writing your rough draft.

- ⇒ Use only one side of your paper. Write on every other line or double-space each line if you are using a computer.
- ⇒ Follow your outline.
- ⇒ Use your notes.
- ⇒ Use transitional words to move smoothly between paragraphs.
- ⇒ Write direct quotes according to the rules.
- ⇒ Identify sources of all direct quotes.

As you write your rough draft, do not be overly concerned about correct grammar, spelling, capitalization, and punctuation. You will revise and edit it later. For now, you just want to write.



Start writing your rough draft. Try to spend at least forty-five minutes.



Lesson 10

Continue Writing

(251, 252)

Keep writing. Remember to follow the guidelines.



Continue writing your rough draft. Try to spend at least forty-five minutes.



Lesson 11

A Good Conclusion

(192, 252)

Just as your paper needed a good beginning, it must also have a good ending. Don't just use the last point in your outline as a conclusion. You want to sum up the main idea of your paper.

Here are two examples of closing paragraphs for the paper about the bombing of Hiroshima.



Circle the letter of the better conclusion.

1. a. Atomic bombs have not been used in warfare since their use in Japan. Survivors realize the power of nuclear weapons. They hope to bring about world peace.
- b. The dropping of the bomb signified the beginning of the Atomic Age. Since then, many nuclear weapons have been developed. Some people believe that the threat of nuclear weapons is all that keeps the world from another world war. We can only pray that God will keep Hiroshima from happening all over again.



Finish writing your rough draft. Be sure you have a good conclusion.



Count your words. You need to have at least 900 words in your paper.

2. My paper has _____ words.

Lesson 12

Revising and Editing

(192-194, 252, 253)

You've finished your rough draft. Now it's time to perfect it. Revising is an important part of writing a paper. Be thorough in your revision.

Make your corrections and changes right on your rough draft. If you used a computer, print out the rough draft and make the changes on that copy. Don't rely on spell-check or grammar programs to catch mistakes.

Use the checklist on the next page as you revise and edit your paper.



Read, revise, and edit your paper.

- 1. Did you follow your outline?
- Did you stick to your purpose statement?
- Is your working title interesting enough? Now is the time to choose a better title, if necessary.
- Have you used good sentences and paragraphs?
- Do the sentences of each paragraph support the topic sentence?
- Is the arrangement of sentences in logical order?
- Can you combine or shorten any sentences?
- Have you used transitional words to move smoothly from one paragraph to another?
- Have you used precise and descriptive verbs and modifiers?
- Do you need to add details to make your paper more clear?
- Do you need to rearrange any sentences or move any words so that they flow more smoothly?
- Look closely at the grammar: do subjects and verbs agree? Do pronouns have clear antecedents? Do they agree with their antecedents? Are there any dangling modifiers?
- Have you used your own words, other than direct quotations you included?
- Are the quotations accurate? Have you identified the sources of direct quotations and any paraphrased ideas or opinions?
- Do you have an interesting introduction and conclusion?
- Are there any misspelled words?
- Check the punctuation and capitalization.

Hiroshima : Atomic Holocaust
^

A plane ^{appeared} ~~appeared~~ ^{out of the blue} and flew over the city. Seconds later, a brilliant flash of ~~bright~~ light broke the air and the ~~noise~~ ^{noise} of the explosion ~~started~~ ^{startled} people miles ^{Underneath} ~~out of~~ the cloud of gas and dust that climbed ^{higher and higher} thousands lay ^{or dying} dead.

¹ It all began when ^{in 1939.} President Roosevelt ^{received} ~~received~~ a letter from Albert Einstein. ^{The letter} ~~It~~ discussed the possibility of an atomic bomb ^b and warned Roosevelt that Germany might ^{develop} ~~make~~ one before the United States ^(new paragraph) did. As a result of this letter, Manhattan Project in 1942. Its purpose was to design and build the first atomic bomb. was set up ^a J. Robert Oppenheimer directed the

Lesson 13

The Final Copy

(195, 253)

You are now ready to make the final copy of your research paper. You should use a computer or typewriter if possible to make your final copy. If you do not have access to a computer or typewriter, you may make a handwritten copy.

- If you need more than one page for your outline, start at a main heading. Begin typing 1 inch (2.5 cm) from the top of the page.

HIROSHIMA: ATOMIC HOLOCAUST

Purpose statement: To describe the background and actual bombing of Hiroshima, eyewitness accounts, and what is being done to avoid recurrence.

I. Background of the atomic bomb

- A. Why it was built
 1. World War II still raging
 2. Germany possibly building one
- B. Who built it
 1. Manhattan Project established
 2. J. Robert Oppenheimer
 3. Trial bomb set off
- C. Who commanded its use
- D. Why Hiroshima was chosen

II. Actual bombing

- A. Who piloted the plane
- B. When the bomb was dropped
- C. The crew's reaction

III. Stories of survivors

- A. What residents saw, heard, and felt
 1. Air raid alarm
 2. Bright flash
 3. Boom miles away
 4. Most knocked down
- B. Their injuries
 1. Clothing blown or melted off
 2. Bleeding, bruised, and burned people everywhere
 3. Skin hanging in shreds
- C. The destruction
 1. Houses collapsed
 2. Five square miles of city flattened
 3. Thousands of people died

2

IV. Lasting effects of the bomb

- A. Disease
- B. Horrible memories
- C. Missing persons with no remains

V. What has been done since

- A. Monument
 1. Peace Memorial Park
 2. Memorial service held each year
- B. Avoiding recurrence



Get your rough draft and begin typing or writing the first page of your paper.

3. Set margins 1 inch (2.5 cm) on the sides and bottom of the page.
- Center the title about 2 inches (5 cm) from the top of the page, in capitals.
- Start your text on the fourth line below the title.
- Double-space the text. If you are handwriting the paper, write on every other line.
- Indent the first word of every paragraph.
- Indent any quotations of 5 or more lines by an additional 5 spaces; single-space indented quotations and do not use quotation marks.
- Center the page number 1, about 1 inch (2.5 cm) from the bottom of the page.



Follow these guidelines for the rest of the pages of your paper.

4. Margins should be set at 1 inch (2.5 cm) on all sides.
- Center the page numbers about 1 inch (2.5 cm) from the top of the page. Double-space between the page number and the first line of text.
- The text should be double-spaced.
- Indent the first word of every paragraph.

You do not have to finish today, but at least try to get half done with the final copy. When you stop writing, make sure you have saved a copy of everything. If you have used a computer, save a copy on a floppy disk as well as on the computer's hard drive.



Begin writing your final copy of your paper. Put your work in your folder when you stop.



Lesson 14

Finishing the Research Paper

(195, 253)



Finish writing the final copy of your paper.



Lesson 15

The Bibliography

(254-256)

A bibliography page lists the names and authors of the books you used to find information for your research paper.

You will need your bibliography cards to make your bibliography page. If you have written your bibliography cards correctly, it is just a matter of typing the information.

Formatting a bibliography entry for a book

1. Author's full name, last name first. If there is more than one author, list the name of the first author with the last name first. Then list any other authors with the first names first. Put a period after the author's name.
2. Title of book, including any subtitles. Italicize the title (underline if you are writing the paper by hand). Put a period after the title.
3. Editor, if any. Some books have an editor instead of an author. After an editor's name, write *ed.*
4. Publication information: city, publisher's name, year published. Place a colon after the city, a comma after the publisher's name, and a period after the date.

Lifton, Betty Jean. *A Place Called Hiroshima*. Tokyo: Kodansha International, 1985.

Formatting a bibliography entry for a magazine, newspaper, or encyclopedia article

1. Author's full name, last name first. Place a period after the author's name.
2. Title of article, in quotation marks. Place a period after the title of the article.
3. Name of magazine, newspaper, or encyclopedia. For magazines and newspapers, include the volume or section number, the date, and page numbers. For

encyclopedias, include the year of publication. Place commas after the name of the magazine, the volume numbers, and the date. Place a period after the page numbers.

Oxford, Edward. "The Flight That Changed the World." *American History Illustrated*, Vol. XX, No. 5, Sept. 1985: 12-19, 49.

Kuhn, George W.S., and Jeffrey G. Barlow. "Nuclear Weapons." *World Book Encyclopedia*, 2003.



Make a bibliography page.
Follow these instructions.

- 1. Alphabetize your bibliography cards according to the first word, whether it be an author's last name or the title of a book or magazine. Ignore the articles *a*, *an*, and *the* at the beginning of titles when alphabetizing, but do include them when writing the title.
- If the article of a magazine or newspaper does not include the name of the author, then alphabetize by the title of the article.
- Remember to italicize or underline book, newspaper, and magazine titles, and to put quotation marks around article titles.
- Type the word *bibliography* in capital letters in the center of the page, 2 inches (5 cm) from the top.
- Begin the list of entries on the fourth line below the title.
- Start each entry at the left margin. Carry over to the next line, but indent it five spaces.
- Single-space each entry, but double-space between entries.
- If you used more than one source by the same author, do not repeat the author's name. Just type three dashes, followed by a period, in place of the author's name.
- Center the page number 1 inch (2.5 cm) from the bottom of the page. Continue numbering from the text.
- If you need more than one page for your bibliography, center the page numbers 1 inch (2.5 cm) from the top.

BIBLIOGRAPHY

Hersey, John. *Hiroshima*. New York: Bantam Books, 1946.

Kuhn, George W. S., and Jeffrey G. Barlow. "Nuclear Weapons." *World Book Encyclopedia*, 2003.

Kurzman, Dan. *Day of the Bomb: Countdown to Hiroshima*. New York: McGraw-Hill Book Company, 1986.

Lifton, Betty Jean. *A Place Called Hiroshima*. Tokyo: Kodansha International, 1985.

———. *Return to Hiroshima*. Tokyo: Kodansha International, 1970.

Oxford, Edward. "The Flight That Changed the World." *American History Illustrated*. Volume XX, No. 5, September 1985: 12-19, 49.

Pyle, Kenneth B. "Hiroshima." *World Book Encyclopedia*, 2003.

Steinburg, Alfred. *The Man From Missouri: The Life and Times of Harry S. Truman*. New York: G. P. Putnam's Sons, 1962.

5



Proofread your entire final copy and make corrections as necessary.



Organize your completed project.

2. Put these things in your folder in this order.

- 1. Title page
- 2. Purpose statement and outline page(s)
- 3. Final copy of text
- 4. Bibliography page
- 5. Preliminary outline
- 6. Rough complete outline
- 7. Bibliography cards
- 8. Note cards
- 9. Rough draft



Hand in the entire folder to your teacher. Your teacher will read everything and grade you according to the plan on page 25.

A Sample Research Paper

(257-262)

Here is a copy of a research paper written by an eighth grader.



HIROSHIMA: ATOMIC HOLOCAUST

A plane appeared out of the blue and flew over the city. Seconds later, a brilliant flash of light broke the air and the noise of the explosion startled people miles away. Underneath the cloud of gas and dust that climbed higher and higher, thousands lay dead or dying.

* * * * *

It all began, when, in 1939, President Roosevelt received a letter from Albert Einstein. The letter discussed the possibility of an atomic bomb and warned Roosevelt that Germany might develop one before the United States did.

As a result of this letter, Manhattan Project was set up in 1942. Its purpose was to design and build the first atomic bomb. J. Robert Oppenheimer directed the work in the Los Alamos laboratory in Santa Fe, New Mexico, where the bomb was being built. He has been called "The Father of the Atomic Bomb."

On July 16, 1945, scientists from the Manhattan Project directed by Oppenheimer successfully exploded the first atomic bomb at Trinity test site near Alamogordo, New Mexico. United States leaders were convinced by this successful test that fission weapons should be used on Japan. The final decision, however, rested with the President.

Colonel Paul W. Tibbets entered the picture in September of 1944 when he learned that he had been chosen to lead a secret mission—so secret that he could tell no one. He was to train a crew "in secret to drop a bomb that hadn't been built, on a target that hadn't been chosen" (Oxford 14). Even his crew didn't know what all of this secret training was about.

Upon Roosevelt's death in 1945, a bewildered, untried Harry Truman stepped into the presidency. On his shoulders fell the momentous decision of whether or not to use the bomb, which

he was told about at his first meeting with his Cabinet, on Japan. Soon after that, he told his radio consultant, "Leonard, I have just gotten some important information. I am going to have to make a decision which no man in history has ever had to make. I'll make the decision, but it is terrifying to think about what I will have to decide" (Kurzman 230).

When on the way home from the famous Potsdam Conference, Truman heard of the successful bomb test on July 16; he ordered immediately that the bomb be dropped on Japan. He later said, "I did not hesitate to order the use of the bomb on military targets. I wanted to save a half million boys on our side and as many on the other side. I never lost any sleep over my decision" (Steinburg 259).

At 2:45 a.m., on August 6, 1945, the *Enola Gay* took off from Tinian Island, carrying in its bomb bay the first atomic bomb to be used in warfare. Tibbets flew low at first while the bombardier worked at arming the bomb.

When the delicate job was finished, Tibbets finally announced to the crewmembers what they were carrying in the bomb bay: the world's first attack-ready atomic bomb. Someone gasped. Then silence fell over the plane.

Because of its important position, Hiroshima had been chosen as the primary target. During World War II, the city was a leading military center in Japan. So when the weather plane scouting Hiroshima reported conditions perfect for bombing, Tibbets began his bomb run twenty miles from the city.

As Hiroshima came into sight, the bombardier targeted Aioi Bridge, in the center of the city. Then the bomb was away. It fell for forty-three seconds.

At exactly 8:15:17 a.m., August 6, 1945, the first atomic bomb used in warfare detonated over Hiroshima, and drastically changed the lives of thousands of people forever.

In Hiroshima below, Suiki, a twelve-year old Japanese girl, was helping her teacher and classmates clean up rubbish when the alarm sounded. She looked up to see a big, gleaming B-29 slant sharply downward to the right and fly off. She thought the plane beautiful, but thought how sad it was that in it were those who wanted to take her life.

Then, as she turned to go to the air-raid shelter, a blinding sheet of light swept across the sky and she was knocked off her feet. When she came to, she found that strips of skin had been torn from her body and she was bleeding all over. She stumbled to the nearest hospital, where her father found her later (Kurzman 412-414).

Everywhere people staggered around, half-naked, dazed, and bleeding profusely from wounds all over their bodies. Everybody asked everybody else what had happened. No one knew. Some thought they were in a Buddhist hell. Burns had torn huge strips of skin off people. Everywhere everyone was terrified.

The Reverend Kiyoshi Tanimoto was one of the few who were not hurt. When the bomb dropped, he and a friend were unloading a handcart of clothes and goods for safekeeping. Suddenly a sheet of sun tore the sky. He dove into a pile of rocks and bellied up against one of them. Splinters, boards, and pieces of tile rained down on him. When he overcame his fear enough to raise his head, what he saw amazed him. The house nearest him had collapsed—all the houses had collapsed. A cloud of dust climbed into the air. Everywhere was chaos.

Everywhere he looked he saw burned and bleeding people. A woman staggered past, holding a child and moaning, "I'm hurt, I'm hurt." Tanimoto picked up the child and led the woman to a hospital. This act of kindness made him feel better. Soon he was trotting around, looking for people to help. Everyone needed all the help they could get.

The bomb destroyed five square miles of the city and killed eighty thousand people. Thousands more died in the weeks, months, and years following, of what became known as the A-bomb disease.

Survivors of the bomb, known as *hibakusha*, often feel lost and very lonely. Many have symptoms of the A-bomb disease and are constantly worried lest their children be born with it, too. They say they live only for their children. They don't want to remember the awful death they lived through.

Of the children who survived the bombing, who can say what horrors were left imbedded in their minds because of the terrifying experience. They talked freely of it, but they hurt.

Ten-year old Toshio Nakamura wrote the following essay nearly a year after the bombing:

The day before the bomb, I went for a swim. In the morning, I was eating peanuts. I saw a light. I was knocked to little sister's sleeping place. When we were saved, I could only see as far as the tram. My mother and I started to pack our things. The neighbors were walking around burned and bleeding. Hataya-san told me to run away with her. I said I wanted to wait for my mother. We went to the park. A whirlwind came. At night a gas tank burned and I saw the reflection in the river. We stayed in the park one night. Next day I went to Taiko Bridge and met my girlfriends Kikuki and Murakami. They were looking for their mothers. But Kikuki's mother was wounded, and Murakami's mother, alas, was dead (Hersey 218).

So many people, "alas, were dead." Almost no family remained untouched. People walked around for days searching for lost relatives and were fortunate if they found remains.

Peace Memorial Park was built on the spot where the bomb exploded. A monument in honor of the victims of the bomb stands exactly on the place. Each year, on the anniversary of the bombing, a service is held there in honor of the victims.

Never since the second atomic bomb was dropped on Nagasaki on August 9, 1945, has it been used in warfare. If ever it is, there may well be no world left by the time war is over. Survivors of the bomb realize this, and this is why they are all for peace.

The dropping of the bomb signified the beginning of the Atomic Age. Since then, many nuclear weapons have been developed. Some people believe that the threat of nuclear weapons is all that keeps the world from another world war. We can only pray that God will keep Hiroshima from happening all over again.