

Lesson 10: Creating a Research Paper

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Understanding Research Paper Styles

Richardson 1

George Richardson Professor Wilkins Office Technology 122 May 22, 2002

Internet Commerce

The Internet had its origins in the 1960's when the Department of Defense developed a communications network to connect the computers of various military installations. The Department of Defense removed its computers from this network in the 1980's and turned over the control to the National Science Foundation (NSF). In 1992, the U.S. government withdrew funding from the NSF and encouraged private companies to administer and control the "Internet." It was at this point that Internet commerce was born. Companies both large and small suddenly realized the enormous marketing potential of this global computer network. In fact, the Internet could become the largest global marketplace by 2007.³

The commercial potential of the Internet stems fro, the fact that it is a global network with inexpensive access.⁷

⁶ This is the opinion of many basiness leaders.
⁹ This is true is the United States, but many foreign nations still have high rates due to limited competition among.
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MLA Handbook

- Definitive style guide for research papers
- Has long been the standard in academia

The Modern Language Association publishes the Modern Language Association Handbook for Writers of Research Papers (MLA Handbook).



Understanding Research Paper Styles

Richardson 1

Your name, your professor's name, the course, and the date are double-spaced at the top of the title page

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The MLA handbook also provides detailed specifications for citing works, references, and other elements. George Richardton Profestor Willias Office Technology 122 May 22, 2002

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The header shows your last name and the document page number

Double-space between lines in paragraphs



Working with Footnotes and Endnotes

An important part of most research papers

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Footnotes appear at the foot of the page

overhead are several more factors that are driving Internet commerce. ³
Internet commerce will be a driving force in the global economy of the twenty-first century.
These are still obstacles to overcome, but technology and market forces will propel this new commercial
medium forward at a rapid pace.
¹ This is the opinion of many business leaders. ² This is true in the United States, but some nations still have high rates due to limited competition among Internet
service providers.

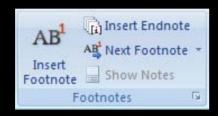
These factors depend upon the capabilities of individual companies

. Word automatically numbers footnotes and endnotes.



Working with Footnotes and Endnotes

Endnotes appear at the end of the document



TIP

¹2006 Online Retail Holiday Readiness Report. 1 Nov. 2006. http://www.webtrends.com. ⁱⁱ E-Commerce Industry Overview. 1 Nov 2006. http://plunkettresearch.com.

Endnotes default to lowercase Roman numerals to distinguish them from footnotes

If you add or remove a footnote or endnote, Word automatically renumbers.



Introducing Headers and Footers

- Appear at the top and bottom of every page
- Use section breaks for different headers and footers within a document

August 13, 2007 Internet Commerce One of Word's built-in header styles

Use the Edit Header or Edit Footer commands to create your own header or footer from scratch.



Inserting Table of Figures and Captions

Guides the reader to all tables, charts, diagrams, pictures, and other graphic elements

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Working with a Table of Figures and Captions

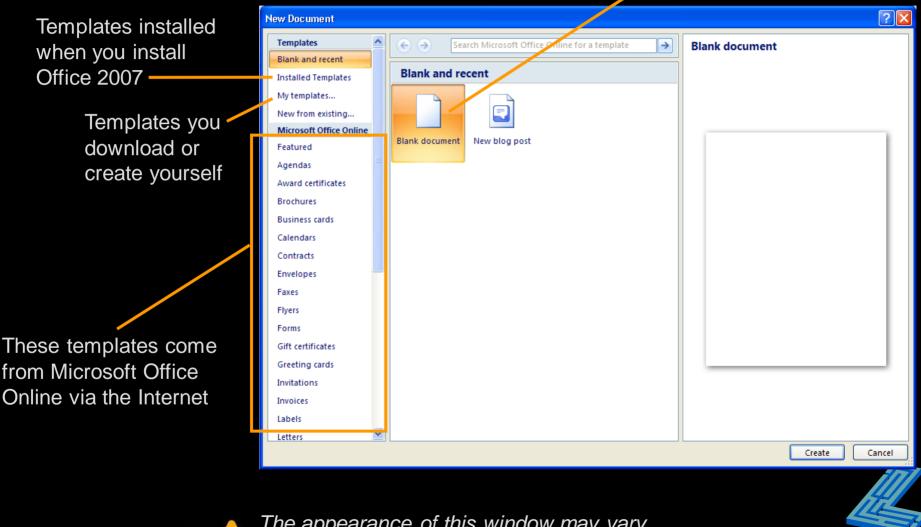
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Caption: Figure 1 Options Label: Figure Position: Below selected item Numbering AutoCaption OK Close Before creating a table of figures, mark the figures in your	Index Table of Contents Table of Figures Table of Authorities Print Preyiew Web Preview Figure 1: Text 1 Figure 2: Text 3 Figure 3: Text 5 Figure 4: Text 7 Figure 5: Text 10 Image: Show page numbers Image: Simple	_



document with captions

Working with Templates

A new blank document is based on the Normal template



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TIP



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