**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Expository Composition 12B Ms. Ciuperca

**PROCESS ANALYSIS CULMINATING TASK Collecting Evidence**

Complete one of the following tasks, depending on the topic and the type of evidence you need for your essay:

1. Research

1. Find one or two concepts/ terms/ processes that you need support for in terms of a definition / rule / law. Write them down.
2. Find the resource that provides the needed information (book / website / periodical). Write it down.
3. Copy down the definition / rule / law. Make sure you include the page number where you found it.
4. Write down the MLA citation for your quotation (see activity in class).

2. Survey

1. Write down what you want to achieve as a result of the survey. What conclusion do you want to draw?
2. Write down the number of people you are planning to ask the questions and details about them (how many male/ female; how many still in school; how many past a certain age; how many experts in a certain field, etc.)
3. Establish the criteria for your demographics (age /profession/ race / gender/ level of education, etc.)
4. Write down the questions for the survey; make sure 1/3 of the questions refer to the demographics; keep the questions limited in number and length; be brief and to the point; avoid prejudiced questions or anything that might be offensive to the people you survey.

3. Interview

1. Write down what you want to achieve as a result of the interview. What conclusion do you want to draw?
2. Who is the person(s) you are planning to interview? When will the interview take place? Where?
3. How long will the interview last? How will you record the answers you receive?
4. Write 20 to 30 questions that you will ask during the interview. Make sure some of the questions establish the credibility of your interviewee, and some refer to his/her education/experience /expertise in the field you need support with. Avoid prejudiced questions or anything that might be offensive to the person you interview.