EDTE 227 Agenda
Monday, March 1 (4:30 to 7:20)

1. The main intention for tonight is to assure that you have a solid focus on:
   - Your literature review topic,
   - The review process,
   - Your organization system (Ch 7 table), and
   - Literature review outline (Ch 8)

2. Managing your references using MS WORD

3. I’d like to meet with everybody I didn’t get a chance to talk to last week

4. Preview of next couple weeks
One Possible Literature Review Table Format

<table>
<thead>
<tr>
<th>Publ Date/Author(s)</th>
<th>Title</th>
<th>Journal/volume/#/pg #s</th>
<th>Main Pt. of Article</th>
<th>Methodology Quant/Qual relevant stats</th>
<th>Findings</th>
<th>Anything notable?</th>
<th>Notes re relevance to topic</th>
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</table>
Using “References” Menu in MS WORD
Enter the relevant information and click OK.
After you enter your information and click OK, the system automatically stores and formats the bibliographic information.
Select “Insert Citation” then select the citation from the list of citations you created.

Now let’s say you want to insert a citation here.
Here’s what you end up with . . .

Now let’s say you want to insert a citation here (Jelinek, 2009). . .

Bibliography
For next week . . .

- Read chapter 9
- Complete the organizational table for your 15 articles
- Working draft of your outline
- Bring your drafts to class next week, then prepare to electronically submit to me by Thur. night, March 12