



## Student Success Centers

### **Macon Campus**

Library, 2<sup>nd</sup> Floor, Room L226  
100 College Station Drive  
Macon, GA 31206  
(478) 471-2057

### **Cochran Campus**

Grace Hall, 2<sup>nd</sup> Floor  
1100 Second Street, SE  
Cochran, GA 31014  
(478) 934-3106

### **Dublin Campus**

Library 200  
1900 Bellevue Road  
Dublin, GA 31021  
(478) 275-6769

### **Eastman Campus**

Terry L. Coleman Center,  
Room 1181  
71 Airport Road  
Eastman, GA 31023  
(478) 374-6700

### **Warner Robins**

Oak Hall, Room 128  
100 University Boulevard  
Warner Robins, GA 31093  
(478) 929-6770

Visit our centers online at:  
<http://www.mga.edu/student-success-center/>

## *Student Success Center Research and Writing Tips*

### **Research Tips**

- When doing your preliminary research directly quote all of your notes. This method of note taking ensures that you do not misquote or inadvertently plagiarize and it makes it much easier to know exactly what the author wrote when you need to give attribution.
- Be sure to keep track of each source you use – writing down titles, volume numbers, page numbers, editors, publishers, etc. will save you time.
- Do not use Internet sources only! Using different sources like books, reference works, journal articles, and other electronic sources is a sign of thorough research.
- Ask a librarian for help finding research materials.
- Ask a tutor in the Student Success Center to assist with your paper.
- Ask your professor for help if you need it. Quite often a professor can give you an article or the name of a leading researcher in the field. This information can be a useful starting point.
- Sometimes the most difficult part of writing a research paper is coming up with a topic. If you are struggling with a topic, keep reading about the subject and consult your professor. Remember that your topic may be refined as your research progresses.

### **Writing Tips**

- Good writing is clear, succinct, and concise. Avoid being vague, elaborate, or long-winded.
- Punctuation and grammar count. At the very least, run a spell check on your paper before you hand it in.
- Make sure your paper has an introduction, a body, a conclusion, and a bibliography.
- Use the style guide that your professor recommends.
- Do not expect your first draft to be the finished product. A good paper usually requires many re-writes.
- Try to find your own voice and style. With practice, your own writing style will emerge.
- Be sure to budget enough time for re-writes and for conducting further research