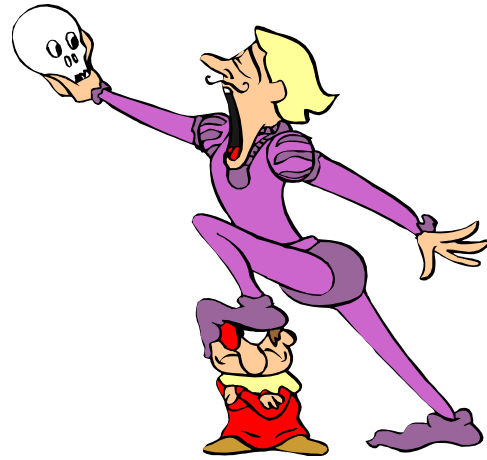


To Document or Not to Document

That is the Question!



DOCUMENT

Summaries

Paraphrases

Quotations

Little known facts

Others' opinions

Others' research including

- polls
- surveys
- studies
- statistics

Answers to interview questions

DON'T DOCUMENT

Common knowledge

Common knowledge is information that appears in many sources--that is, it's "common" to the sources. Common knowledge is NOT something everyone knows--it's something people who are expert in a field of study know.

Well-known facts like

Columbus sailed the ocean blue in 1492

Your own

- ideas
- observations
- conclusions