

VII. Putting it all on Paper

A. Research Guidebooks

In order to help you with your research, the TSU Library Reference Department has the following guides available for your use along with many others:

Doordan, Ann Marttinen. *Lippincott's Need-to-Know Research Survival Guide*. Philadelphia: Lippincott. 1998. **Ref. RT81.5 .D65 1998**

Fitzpatrick, Joyce J., ed. *Encyclopedia of Nursing Research*. New York: Springer Publishing Company. 1998. **Ref. RT81.5 .E53 1998**

B. Organizing Information

Now that you've retrieved the information you need, it is time to organize it into a workable collection of data. Just as you would want to file your important household documents such as wills, deeds, insurance policies, etc. into a logical filing system in a filing cabinet for easy access, you also want to organize your research just as you would your important household files. For example, you might want to identify key concepts you are trying to explore, and then place the resources for similar concepts together. For information gleaned from web resources, you might want to bookmark your sites underneath a particular concept.

To further organize your paper, you may also want to create an outline as well. An outline is simply a list of topics and subtopics that you want to address in your paper arranged in a hierarchical format in the sequence that you want your paper to follow. First of all, you need to identify your **Main Topics**, and then your **Subtopics**. You then need to provide detailed information underneath the subtopics, and finally identify your **Conclusion** and **Bibliography**. Your outline would also need to contain a forward, preface, and a table of contents.

A basic outline may look something like this:

- I. Main Topic**
 - A. Subtopic**
 - 1. Detail
 - 2. Detail
 - 3. Detail
 - B. Subtopic**
 - 1. Detail
 - 2. Detail
 - 3. Detail
 - C. Subtopic**
 - 1. Detail
 - 2. Detail
 - 3. Detail

For example, the book entitled, *Palliative Care Nursing: Quality Care to the End of Life* edited by Marianne LaPorte Matzo and Deborah Witt Sherman is outlined in the following manner:

Part 1 – Holistic Aspects of Palliative Care

- 1. Spiritually and Culturally Competent Palliative Care
- 2. Holistic Integrative Therapies in Palliative Care

Part 2 – Social Aspects of Palliative Care

- 3. Death and Society
- 4. The Nurse's Role in Interdisciplinary and Palliative Care
- 5. Ethical Aspects of Palliative Care
- 6. Legal Aspects of Palliative Care

Part 3 – Psychological Aspects of Dying

- 7. Communicating with Seriously Ill and Dying Patients, Their Families, and Their Health Care Providers
- 8. Caring for Families: The Other Patient in Palliative Care
- 9. Loss, Suffering, Bereavement, and Grief

Part 4 – Physical Aspects of Palliative Care

10. Symptom Management in Palliative Care

11. Pain Assessment and Management in
Palliative Care

12. Peri-Death Nursing Care

Appendix 1

Appendix 2

Index

In this example, the book is entitled ***Palliative Care Nursing: Quality Care to the End of Life***. In compiling this collection of essays written by experts in the field, the editors have organized the subject matter in four main topics which are as follows: **Holistic, Social, and Physical Aspects of Palliative Care** and **Psychological Aspects of Dying**. Underneath each main topic are subtopics which are related to the main topics. For example, the first main topic, **Holistic Aspects of Palliative Care** has the following subjects as its subtopics: *Spiritually and Culturally Competent Palliative Care* and *Holistic Integrative Therapies in Palliative Care*.