

Incorporating Evidence Worksheet

Name: _____

[Instructors: This document is designed to emphasize when to incorporate evidence and how to successfully do so. This material is not meant to focus on the mechanics of how to implement sources. You can use this document as an exercise prior to draft submission, or as a means of facilitating class discussion.]

This worksheet will give you practice incorporating evidence to support your claims. You will work with integrating quotes, paraphrasing, and including data.

For starters, you should use evidence in your reports when you make a claim. A claim is an assertion that needs to be supported by evidence. You support claims by researching sources and finding ones that add support to any claims you have made. Remember that you can integrate quotes directly, paraphrase evidence, and work with other forms of data that help support your claims. An example may help make this information clearer.

Consider, for example, a report I'm writing that discusses the implications of COVID on college students' mental health and the resources universities provide for them. I might claim that , "anxiety is one of the most common disorders that affects college students." In this sentence I am asserting that anxiety is a problem for students. This is where I need to bring in evidence to support my claim with facts that make the assertion credible. A news report from The American Institute of Health supports my claim and I incorporated it by paraphrasing and adding a footnote:

Anxiety is one of the most common disorders that affects college students.¹

Footnotes, endnotes, and hyperlinks are legitimate citational practices in workplace reports, and you are encouraged to practice incorporating these types of citations. The citation style you choose should be based on the needs and expectations of your audience. Once you have selected a citation style, the key in your report is to remain consistent in your citational practices. For example, the illustrations in this worksheet all employ footnotes to validate research used, but I could very well have chosen hyperlinks or endnotes. I chose to use footnotes because sometimes hyperlinks are no longer good over time and footnotes are on the same page as the information I am using so the reader can Google the title if they want to read the report in its entirety.

¹ <https://www.stress.org/anxiety-in-college-students-causes-statistics-how-universities-can-help>

As you make decisions about what to include in your report, keep in mind the needs of your audience and the purpose of the document.

Worksheet Goals

- You will work with the following: Paraphrasing, integrating quotes, and working with data (like a survey),

Considering your Evidence

1. List a specific claim that you are making in your report and the corresponding evidence you will use to support that claim.

2. What citational practice will you use (footnotes, endnotes, hyperlinks) in your report? How does this citational style meet the needs of your audience?

Paraphrasing Exercise

Here is an example of paraphrased evidence:

Mental health resources for students oftentimes are not disseminated to students clearly. This is an issue at because students' mental health issues are rising across the nation², which means that universities have to make a conscious effort to effectively deliver mental health resources information to students.

3. Using the evidence you identified in the first question of this worksheet, write a paraphrase of the source supporting your claim.

² Jeremy B. Yorgason PhD, Deanna Linville PhD & Bryan Zitzman PhD (2008) Mental Health Among College Students: Do Those Who Need Services Know About and Use Them?, Journal of American College Health, 57:2, 173-182, DOI: [10.3200/JACH.57.2.173-182](https://doi.org/10.3200/JACH.57.2.173-182)

Direct Quote Integration Exercise

Here is an example of a quote integration:

Students are experiencing anxiety and depression at an alarming rate since the COVID-19 pandemic. In fact, an interdisciplinary team of researchers at the University of North Carolina who surveyed 419 students found that, “the prevalence of moderate-severe anxiety increased from 18.1% before the pandemic to 25.3% within four months after the pandemic began; and the prevalence of moderate-severe depression increased from 21.5% to 31.7%.”³ This data, while at one university, speaks to the amount of mental health issues that students may face at state universities such as USF.

4. Using the evidence you identified in the first question of this worksheet, write a paraphrase of the source supporting your claim.

Working with Data

Integrating visuals is a three step process:

1. Refer readers to the visual in the text (e.g., See Figure 1)
2. Supply readers with a visual
3. Following the visual, analyze the visual in the text. Explain what the visual shows and why it is relevant to your work.

The following pie chart is an example of how to integrate a data visualization into text by referring to the visual, supplying the visual, and analyzing the visual.

Visual Example:

As a group, we sent out a survey to students who have been in isolation due to the COVID-19 pandemic, and we asked them questions about their anxiety levels and experiences as students

³ Fruehwirth, Jane Cooley, et al. "The Covid-19 pandemic and mental health of first-year college students: Examining the effect of Covid-19 stressors using longitudinal data." *PLoS ONE*, vol. 16, no. 3, 2021, p. e0247999. *Gale Academic OneFile Select*, <https://doi.org/10.1371/journal.pone.0247999>

during isolation. We should note that we did not differentiate between those who may have tested positive for COVID and those who may have tested negative because all students had to be isolated regardless of COVID status. To show this trend, Fig. 1 below represents a questionnaire that was asked to 50 students who have been quarantined and how their anxiety level changed due to isolation.

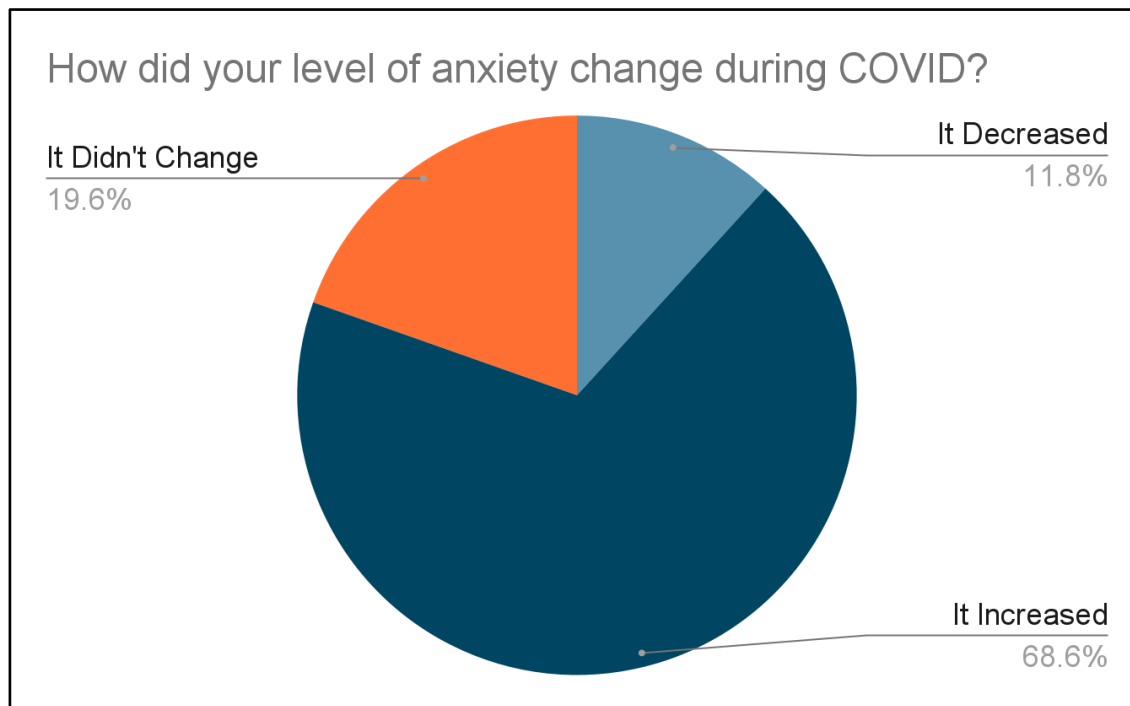


Figure 1. students feelings about their anxiety during COVID⁴

As you can see from Fig. 1, the overwhelming majority of students felt like their own anxiety levels deteriorated during isolation (68.6%). This pie chart is helpful to our research as it supports our claim that USF needs to create better resources for students who were in isolation during the COVID-19 pandemic.

5. The first step in integrating a visual is to refer readers to the visual in the text. Find the reference to the visual (Figure 1) in the above example and write it in the box below.

6. Locate the visual in the above example and describe it in the box below. What type of visual is used? Is the visual accurately representing the data?

⁴ Questionnaire given to students via SurveyMonkey on July 11th, 2021.

7. Identify the analysis of the visual in the example above and explain how the analysis helps the audience interpret the visual.