

# 4 Easy Steps to More Effective Research

With so much information online, how can we ensure that we receive the accurate and relevant ones for our needs? Use the 4 steps of S.U.R.E. to cut through the clutter so that you can efficiently get quality information.

01

## SOURCE

Look at its origins.  
Is it trustworthy?



Identify the type of source you are looking at and cross-check the information to ensure that you've classified it accurately.



Check the author's qualifications and the publication history to determine the origins of the information provided.

02

## UNDERSTAND

Know what you're reading.  
Search for clarity.



Learn to differentiate between fact and opinion. Facts are usually more trustworthy than opinions.



In certain cases, opinions from experts, who have the knowledge to support their point of view, can be more reliable.

03

## RESEARCH

Dig deeper. Go beyond the initial source.



Use relevant keywords and look at related issues to broaden your search.



Cross-check the information against multiple sources to confirm its accuracy.

04

## EVALUATE

Find the balance.  
Exercise fair judgement.



Take note of how authors decide to tell/write their story and assess the information to avoid information bias.



Make an informed decision based on the information that you gathered.

Here are some useful resources that can help you in your research journey:

► **SINGAPORE INFOPEDIA**

for a one-stop electronic encyclopedia on Singapore

► **NLB'S ERESOURCES**

for a wide range of databases, books, newspapers and magazines

► **ARCHIVES ONLINE**

for government records on Singapore



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