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Reading Notes to fill out when reading course and outside reading materials for assignment

Note Taking Sheet: Reading # 1

Course Name: EN101 Section: ON01

With many sources to read and evaluate, you need a way to keep track of the material you may use in your research paper. You need to record where you have looked, what you have found, and how to find each piece of information again (this is for your bibliography).

Directions: Fill in the information below, and keep with all of your resources. This will help you when it is time to write both your outline, paper, and annotated bibliography.

- 1. Author' s Name: Press Release
- 2. Author' s Credentials (Press Release)
- 3. Publisher [or title of organization]: Saipan Tribune
- 4. Heading of Section [title of reading]: Sexual Harassment most common EEO complaint in NMI.
- 5. Year Written: Sep. 16, 2015
- 6. Pages: 1
- 7. Website URL:

https://www.saipantribune.com/index.php/sexual-harassment-most-common-eeo-complaint-in-nmi/

- 1. Author' s Name: Press Release
 - 2. Author' s Credentials (Press Release)
 - 3. Publisher [or title of organization]: The Guardian
 - 4. Heading of Section [title of reading]: The 'open secret' of sexual harassment in the media is staggering. There's plenty yet to come
 - 5. Year Written: Dec. 3, 2016
 - 6. Pages: 1
 - 7. Website URL:

https://www.theguardian.com/world/commentisfree/2017/dec/04/the-open-secret-of-sexual-harassment-in-the-media-is-staggering-theres-plenty-yet-to-come

Main	Important	Supporting	Relevance to Your
Ideas/Points	Quotations	Details	Assignment
In the CNMI, sex was the top complaint against employers or supervisors.	"Of the national average, retaliation is the highest type of charge that we see with over 45 percent of the 88,000 charges that we were filed in 2014. In comparison, here in the CNMI, retaliation is a close second to sex discrimination complaints," Gervacio-Saure said.	Full-time or part-time employees, temporary workers, job applicants, former employees, and even undocumented workers are covered by the law.	There are a lot of Sexual Harassment cases on island. We need to get a place on island where we can run to, to complain about this case. It can't only be a hotline because Hawaii is too far.
Main	Important	Supporting	Relevance to Your
Ideas/Points	Quotations	Details	Assignment
Sexual Harassment is also happening in the media.	"These women are made to feel like they are putting at risk their personal and professional reputations to speak up and protect other women, and they do it anyway."	This is a problem that transcends individuals and industries. Right across the country, women are hearing these experiences and recognising in them their own.	Women are being forced to do things that they don't want to. They have been keeping silence for so long that they really had to let everyone hear what they've been through.

First Article

In this article, is it possible that any of the authors might have a bias about the subject matter? No.

Is the article timely or a bit outdated? A bit outdated, about 2 years back.

Was it published in a reputable source? Yes. It is not an academic source.

Other important information: Referred readings and sources on the topic.

Second Article

In this article, is it possible that any of the authors might have a bias about the subject matter? No.

Is the article timely or a bit outdated? A bit outdated, about 1 year back.

Was it published in a reputable source? Yes. It is not an academic source.

Other important information: Referred readings and sources on the topic.