The cover letter is designed to help you reflect on your research process. Include the following in your cover letter:

- Your name
- Course Title/Semester and Year
- Title of Research Project
- **Reflect on your information need.** What gaps in knowledge did you have before completing this project? How did consulting with a librarian impact your research?
- **Discuss various research tools** you used to locate relevant material (journal databases, catalogs, Web sites, etc.) and some key resources that you identified using those tools.
- **Reflect on your experience and argue** for why this was an important project for you.