**Conducting Research: Identifying Academic Sources**

1. <https://www.forbes.com/sites/jennifercohen/2014/05/12/1-trait-that-can-make-or-break-your-reputation-in-business/#2e67327224ab>
2. <https://hbr.org/2014/01/the-cultural-perils-of-clockwatching>
3. Book: Professionalism: Skills for Workplace Success, 4th edition, by Lydia Anderson and Sandra Bolt (Preview here: <https://www.pearson.com/store/p/professionalism-skills-for-workplace-success/P100000557783>)
4. <https://www.academia.edu/13965613/What_is_the_Meaning_of_On_Time_Standards_of_Punctuality_in_Estonia_Morocco_and_the_United_States>
5. <https://www.buzzfeed.com/adamdavis/struggles-of-being-the-only-punctual-person>

**Part 1: Questions**

1. Which of the above sources are academic peer-reviewed sources?
2. Which source(s) is/are the least reliable and therefore unsuitable for an assignment? What makes them seem unreliable?

**Part 2: Finding a Source**

Imagine you are writing an essay on the value of punctuality (being on time). Find an academic source on this topic and paste its link or information below.

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