MODULE 5: APPLICATION

Application of Knowledge: Writing & Analysis

Lesson 21: Outline + Writing Tips

Guiding Questions

- How will you form an outline of your research paper?
- What tips will be useful for writing your paper?

A good outline makes for a really smooth writing process. Writing a detailed outline is actually most of the work. Once you have that, you just fill in the details and Voila! You have yourself an action research paper! Okay, maybe it's not that easy -- but the outline will save you a lot of time and effort and make the paper writing process easier.

Using the Action Research Report Outline as your template, you will want to fill in each heading with some notes, ideas, and portions of the sections you have completed throughout this course. There are five main sections: Introduction, Literature Review, Research Design, Data Analysis & Presentation of Results & Findings, and Conclusion, Implications, & Recommendations. As you progress through this course and complete the various stages, add information and data gathered relevant to each section.

Write down any questions you have for any of the sections and make notes and notice the gaps as you go through the outline. As you continue to add details to each section, you will see your paper begin coming together like the larger picture of a puzzle, the more pieces are added to it.

In terms of writing tips, it is important to read as many sample papers and peer-reviewed journals as you can to familiarize yourself with the writing style and organization of research papers. This will help you to understand the style of language and writing that is expected of you as a researcher. Another piece of important advice is to put yourself in the reader's shoes and read your paper to see if it will make sense to an outsider. Explain your ideas clearly and concisely and be detailed in your descriptions and justifications. The reader should not be left guessing or have unanswered questions by the time they finish reading your paper.

Action Research Report Outline

Action Research Topic/Title:

Word Count:

Abstract

I. Introduction

Rationale for Research (Background of the Study)

Research Question(s)

II. Literature Review

III. Research Design

Description of Participants of the Study

Description of Intervention (Treatment) or Data Collection Tools/Materials

Data Collection Procedure

IV. Data Analysis & Presentation of Results & Findings

Data Analysis

Results & Findings

Survey Results

Interview Results

Intervention/Observation Results

V. Conclusion, Implications, and Recommendations for Improvement/Future Research

Discussion/Implications

Evaluation: Strengths/limitations

Recommendations for Improvement

Future Research Questions

Conclusion

VI. References

VII. Appendices