Chapter One: Definition of Problem

Write this chapter in present tense. Use double spacing, 12 point Times New Roman or Arial font. Indent every paragraph by 5 spaces. Use level one headings for the key sections – center, bold and title case. Write a brief introduction to your topic. Capture your reader’s attention. Preview the headings for the entire chapter: purpose of the research, preview of literature, preview of methodology, significance of research, and definition of key terms.

**Purpose of Research**

Articulate the research questions for your study.

**Preview Literature**

Identify the 2-5 key areas of your literature review. Cite the leading authors of each area.

**Preview Methodology**

Describe the kind of research you will conduct (qualitative/quantitative). Briefly describe the steps you will take to conduct the research. Cite any authors that you are modeling your research after.

**Significance of Research**

State how this research can improve education. How will it affect students, teachers, administrators, families, and the community at large? How will it build upon previous literature? Is it filling a gap? What educational practices will it change?

**Summary of Chapter**

Summarize the heading topics and transition to the next chapter.

**Definitions**

List in alphabetical order all the terms in your research questions, abstract, literature review and methodology. This is your opportunity to clarify how you will use these terms. Check with your chair on where the definitions should go: at end of chapter or integrated throughout chapter one.

Chapter Two: Literature Review

Write this chapter in present tense. Write a brief introduction to your topic, recapping the research questions. Preview the key literature review themes.

**\_\_\_\_\_\_\_\_\_\_\_ (Theme One)**

Articulate the first theme in the literature. Do not summarize the articles. Avoid writing an annotated bibliography. Rather present the research as a theme and then use the research and key authors to make a case for the theme. Distinguish between the different research studies. Articulate how each work supports or opposes each other. Lay out a foundation of the work that supports and informs your research. Provide enough detail about the context and key findings of each study to explain how it relates to your work.

**\_\_\_\_\_\_\_\_\_\_\_ (Theme Two)**

Articulate the second theme in the literature. Do not summarize the articles. Avoid writing an annotated bibliography. Rather present the research as a theme and then use the research and key authors to make a case for the theme. Distinguish between the different research studies. Articulate how each work supports or opposes each other. Lay out a foundation of the work that supports and informs your research. Provide enough detail about the context and key findings of each study to explain how it relates to your work.

**\_\_\_\_\_\_\_\_\_\_\_ (Theme Three)**

Articulate the third theme in the literature. Do not summarize the articles. Avoid writing an annotated bibliography. Rather present the research as a theme and then use the research and key authors to make a case for the theme. Distinguish between the different research studies. Articulate how each work supports or opposes each other. Lay out a foundation of the work that supports and informs your research. Provide enough detail about the context and key findings of each study to explain how it relates to your work.

(Provide as many themes as needed. Make sure you cite all authors with the name and date. Include the page number if you use a quotation. If you quote more than 40 words indent to follow APA format.)

**Summary of Chapter**

Summarize the heading topics and transition to the next chapter.

Chapter Three: Methodology

This chapter is written in past tense. Write a brief introduction to your topic, recapping the research question and previewing the methodology for conducting the research. Preview all the sections of the chapter: design, participants, setting, instruments, procedures, and analysis.

**Design**

Describe the type of research you will be conducting (qualitative verses quantitative) and a brief description of the procedures. For example, qualitative focus group interviews. Explain how this design is a good match to answer the research questions.

**Participants**

Describe who will participate in the research study. Share selection criteria and demographics of the population.

**Setting**

Describe the setting for your research: geographic location, political climate, community, school and demographics. Describe some of your considerations based on this setting data.

**Instruments**

Describe and provide copies of any tools you will use to conduct the research. For example if you are doing interviews, provide the recruitment flyer, interview questions, interview process and analysis tools.

**Procedures**

Describe in detail the chronological steps you will take to conduct the research. If you have written an IRB, pull it out as a guide for writing this section.

**Analysis**

Describe the theoretical lens you will use to analyze your research data (grounded, critical, postmodern theory…). Describe what process you will use to make sense of the data. What will you look for and why? Will you model your analysis after another researchers?

**Summary of Chapter**

Summarize the heading topics and transition to the next chapter.

Chapter Four: Data Analysis

This chapter is a presentation of the research data. For the introduction to the chapter, write a paragraph recapping the problem statement and how the research conducted addresses this problem. Preview the names of all of the headings for this chapter. As per APA format, do not use a heading for the Introduction.

**Data Presentation**

Describe the research findings within the setting, research questions and field of education. You may organize the findings to reflect the themes in the literature review. Provide visual representations of the data, such as tables, figures, quotes, photos or other evidence.

**Data Analysis**

Analyze the data and explain how you made sense of the findings. The analysis can be a separate section or you can combine it with the data presentation above. Consider how the reader will make sense of the data presentation and analysis based on the flow and format.

**Interpretations**

Interpret the data and analysis as related to the research questions. How do the findings relate to education practices? How can education benefit from the research? What insights can be gained from this research?

**Summary/Conclusion**

Summarize the key concepts of the research questions, data findings, analysis and interpretations. Provide a transition to chapter 5 – the educational recommendations.

Chapter Five: Thesis Recommendations

This chapter is your personal reflection on the research process. You can write this in first person. For the introduction to the chapter, write a paragraph recapping the problem statement and how the research conducted addresses this problem. Preview the names of all of the headings for this chapter: Summary of findings, interpretations, educational implications, limitations, and future research directions. As per APA format, do not use a heading for the Introduction.

**Finding Summary/Interpretations**

Recap the findings and educational interpretations as related to the research questions. Assume that the reader did not read any of the previous chapters. This chapter needs to stand alone to explain your work. Provide reference to past research and educational needs, including student demographics.

**Lessons Learned/Educational Implications**

This can be 1-10 paragraphs long. Describe what you personally learned by conducting this research. What can you recommend to educators based on what you learned? What can you recommend for best practices and educational research? Suggested process: 1. Write a list of the lessons you learned by conducting this research; 2. Cluster the lessons by theme; 3. Write a paragraph for each theme cluster.

**Limitations of Research**

What are the limits of this research? What do you wish you had done differently if you had endless resources and support?

**Future Research Directions**

What do you suggest for future educational research, curriculum development and instruction? How can this research lead to curriculum development? How can this research lead to effective instruction? How can this research be extended?

**Summary/Conclusion**

Summarize the entire research - chapters 1-5. Include the key concepts of the research and provide a meaningful and engaging ending.