

## **Research Final Report Outline**

In general, your research report needs to outline how you attempted to answer your research question. Although the format of the report will vary by discipline and by individual researcher, the following outline summarizes the basic elements of an applied, community-based research paper. Each section of your research report should answer the following questions:

### **Title**

1. Principal and Co-investigators
  - a. Include name and title
2. Date
3. Institution

### **Abstract**

1. Summary/Overview of:
  - a. Introduction
  - b. Methods
    - i. Are the key variables highlighted?
  - c. Results
    - i. Are the key results highlighted?
  - d. Discussion
  - e. Conclusion

### **Table of Contents (only if necessary)**

### **Introduction**

1. Background
  - a. What is the local context for this topic?
2. Research Problem/Question
  - a. What topic are you examining?
3. Rationale
  - a. Why is the topic important?
  - b. What is the impact of the problem?
  - c. Why is the study important?
4. Literature Review
  - a. What have other studies found?
  - b. What are strengths/weaknesses of other studies?
  - c. What will your study add?
5. Purpose/Objective
  - a. What will the study do?
  - b. What are your hypotheses or expectations?

## **Methods**

**\*\*are the methods described in such a way that someone could follow along and replicate this study?\*\*) \*\***

1. Ethics approval
  - a. From whom did you get ethics approval for this study?
2. Study Design/Protocols
  - a. What was the population of interest studied?
    - i. Inclusion/exclusion criteria
    - ii. Demographics (Can be presented in a table)
    - iii. Sample size and how was it determined?
  - b. What general methods were used?
  - c. How were your methods implemented?
  - d. What specific variables did you collect?
  - e. What data collection tools were used?
3. Statistical Analysis
  - a. What statistical tests were used to analyze the data?
  - b. What statistical software was used to analyze the data?

## **Results**

**\*\*avoid providing any interpretation on the results until the discussion\*\*) \*\***

1. Key variables
  - a. What were the outcomes of your analysis?
    - i. What findings were significant vs. non-significant?
    - ii. Is the data presented in any tables and/or figures? Include appropriate figure captions.

## **Discussion**

1. Knowledge transfer/dissemination
  - a. How do the results relate to the research question and hypotheses?
  - b. How does previous work (literature review) relate to the results?
    - i. What were the similarities/differences between your findings and previous work?
2. Limitations
  - a. Were any problems encountered throughout your study?
  - b. Was there potential for any bias throughout the data collection process?
3. Conclusion
  - a. What were the key results from your study?
  - b. How do your findings add to the current body of knowledge in the field?
  - c. What recommendations can be made for future research?

## **Acknowledgements**

**\*\*not necessary\*\*) \*\***

1. Funding acknowledgement