Basic Structure of Research Report

# I FIRST PART = PREPARATORY PART

## Cover page = Title page

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## Abstract

## (Preface)

## Content

# II BODY

## 1. Introduction (What is researched and why?)

* an overall picture of the research subject and aims for the research
* research problem (=research task), purpose of research, justification of the need for research, used method and its justifications
* tense: present tense when referring to the report, past tense when referring to the completed study
* selection of participants
* reasons for selection
* importance of the topic
* aims of the research (general aim, specific aim, scientific problem)

## 2. Theoretic-conceptual base (What is known of the topic and what is it related to?)

* content title!
* literature review headings guided by the research aim
* core references and having them “in a dialogue with each other”
* academic writing leans on a strict convention of referencing and logical argumentation
* comparing information from different sources
* critically assessing the importance of the references for your own study
* defining the core concepts and selecting their related terms: main concepts i.e. theoretical concepts
* theoretical trend and closely related concepts
* new concepts?
* research about this theme (and in comparable) and contexts

## 3. Research aim and research problems (What new is it that you want to find out?)

Research aim

Research task

Research problems/Research questions

Main problems and sub-problems **in question form**

Hypotheses/Presuppositions?

## 4. Carrying out the study (How to find answers to the questions?)

* means and stages of information search
* justification of choices
* techniques for data description
* techniques for data analysis
1. Research subject and participants
2. Means for research (setting up and developing parameters, credibility and transferability; validity and reliability)
3. Progression of research: when, where and how? Practical realization and schedule
4. Methods of data analysis (direct distribution 🡪 key figures 🡪 relations between variables 🡪 analyses of multivariables)

## 5. Research results (What answers were received for the research questions?)

* reported by research problems
* tables, figures and other methods of illustration and summary

## 6. Review period

Discussion and conclusion (What does the new information mean and how does is benefit us?)

* Returning from details into the general, from the empirical into theory, from reality into the world of ideas
* Referring to the main research aim
* 🡪 key results summarized
* 🡪 new theoretical ideas
* How were the problems managed to be solved in the study?
* Restrictions of the methodology and tips for future research
* How did the finished study produce new information for the research field?
* Generalizability/Transferability of the results
* Examples of application
* Future research challenges

# III FINAL PART

## Appendices

## (Indexes)

# Requirements for a seminar-level paper

1. Work is according to the given task and direction.

🡪 The author shows that s/he can manage a thematic entity and delimit an essential part of it to be handled in a given space and time.

1. Work concentrates on the given task and factors that are relevant for the meaningful delimiting of the theme.

🡪 The author shows that s/he is able to think critically and independently.

1. A deep understanding is being relayed through the method of presentation (not copying, but adaptation, discussion, comparison and assessment of information)

🡪 The author handles the topic in his/her own words based on his/her own thinking, complementing it with his/her own observations and applied examples.

1. The structure of the paper is consistent and coherent.

🡪 The author brings out logical relations between the issues, structured by the basic principle.

1. The manner of writing is concrete, neutral and objective as well as relevantly critical and not too emotional.

🡪 The author uses arguments based on facts and against facts, not against persons.

1. The text is carefully crafted, generally clear and to the point.

🡪 The author manages not only the topic, but also the potential for literal expressions.