

Project Outline (follow this outline as you construct your Final Draft)

- I. Cover Page
 - A. Include your name, project title and contact information (name, email, phone number).
 - B. Use your name and project title as a header on each page.

- II. Abstract

The abstract should be a brief (no more than one page double spaced) summary of what you did, why you did it, and what you found. Again, it is a brief summary of your project/paper.

- III. Chapter 1: Introduction
 - A. General introduction. In this section, let the reader know in a few sentences what your project will be addressing. State at the outset what you are interested in researching. Explain how the topic of your Professional Project is related to your MPS Program of Study, including an explanation of how the project makes use of the knowledge you gained from your MPS courses. The Professional Project should be the logical culmination of what you have studied in the MPS program.
 - B. Clearly state your research problem.
 - C. Break down your research problem into a series of more specific questions, or, whenever feasible, into hypotheses. Be sure to indicate the process by which you have arrived at the predictions you make so that you can justify your hypotheses; make them intellectually compelling to your reader. Hypotheses, as a rule, flow from a logical process that includes consideration of what previous research has, or has not, demonstrated.

- III. Chapter 2: Review of Literature
 - A. Review of the literature. Indicate which studies have already been done on the same or related topics; which questions or hypotheses have been offered; major findings; consistencies and inconsistencies among these findings. Appropriate citations would include recent (within the last five years) peer-reviewed articles published in regionally, nationally, or internationally recognized professional journals; books; monographs; etc. Magazine, newspaper, web-news articles or other types of articles or publications are generally not appropriate for scholarly papers.
 - B. After reviewing the literature, place your own research within a context of already existing knowledge. Is your research an attempt to retest previous research findings? Investigating some aspect(s) of previous research in greater depth? Exploring areas suggested by previous findings? Studying a problem about which little or nothing is known, but which needs to be investigated for practical or theoretical reasons?

- IV. Chapter 3: Methodology

- A. Identify your Research Variables.
 - 1. Clearly identify all your research variables and state which ones you will be treating as dependent and which as independent variables. If there are intervening variables, which you think are likely to affect your findings, specify these as well. (is exploratory and it is unclear just what the variables are to be, or if it is descriptive research in which there are no dependent and independent variables, make appropriate adjustments in your presentation.)
 - 2. Define your research variables, preferably in operational terms. You can—and should--use definitions found in the literature if they are adequate for your purpose. When you do so, specify your references carefully.
- B. Method of Investigation
 - 1. Specify the research sample--who the subjects of your research will be and how you are going to select them. Give your reasons for choosing such a sample.
 - 2. Identify your procedure. Indicate which techniques of data collection you plan to use (observation, interviews, questionnaires, records, personal documents, etc.), and any relevant information about your research design.
 - 3. Discuss how you intend to analyze your data.

VI. Chapter 4: Results

In this section, present the results of the survey (or research) without comment. It should be divided appropriately, generally by research questions. Appropriate charts and graphs should be presented either in this section or in the appendices.

VII. Chapter 5: Conclusion

This section essentially returns to section one and presents how this study answered its research question and how it fills the knowledge gap presented in section two. This section should be clearly divided by the research questions and it should reveal how the results of this study match or do not match other similar research. Great care should be taken to discuss why this study is important and how the results can be used. There should be a large number of citations in this sections that have been previously mentioned in other sections of the study. There should also be sections discussing limitations of the study, and where future research should be conducted.

VIII. Appendices

Include your research instrument and Consent Form.

IX. Citations (References)

This section will be a bibliography of all sources you have used and cited throughout your paper/project. APA style must be used for all citations throughout the text and for your bibliography.