STUDENT RESEARCH INITIATIVE PROGRAM

Progress Report Guidelines
Questions your report should address

- What is the research problem?
- Why is the problem important?
- How does the project fit into the context of other research?
- How did you investigate the research problem?
- What are your findings?
- What do these findings tell you?
- What do you conclude?

Progress Report Format

- Maximum 15 pages long
- Single Spaced
- One Inch Margins

Heading

The heading goes in the upper right hand corner, first page only. Use Microsoft Word or Latex - Times New Roman, 10pt.

Example:

Student Research Initiative 2013
Progress Report

Title

The title should be centered and one space below the heading. Use Microsoft Word or Latex - Times New Roman bold, 14pt.

Personal Data

Name, Department, College, Faculty Advisor. Use Microsoft Word or Latex - Times New Roman, 12pt.

Abstract

The word "Abstract" should be on the left. Use Microsoft Word or Latex - Times New Roman bold, 12pt.

Keywords

Choose words that best describe your paper. List one space below the abstract. The word "Keywords" should be left. Use Microsoft Word or Latex - Times New Roman bold, 12pt.
Body of Paper

Paper is single-spaced, 8-1/2 x 11", Microsoft Word or Latex - Times New Roman, 11pt., and margins 1".

The main headings should be in font size 12pt, and each word in the main headings should start with a capital letter. The main headings should be in bold. Skip one line between heading and paragraph using no indent to the first paragraph.

3.1. Secondary Headings
Secondary headings are in font size 12pt, not bolded, and each word should start with a capital letter.

3.1.1. Tertiary Headings
Tertiary headings are in font size 12pt, italic, not bolded, and each word should start with a capital letter.

Insert your tables, equations,figures, graphs, or pictures into your document where indicated in the text. Figures and Tables should be centered. Include few sentences explaining the figure and the table. Landscape orientation of the figures and tables is acceptable. Paper text should begin one line below comment.

Introduction

• Introduce the topic
• Outline your general argument and your paper
• A discussion of findings from other researchers (cite their papers)
• Critical description of other’s theories
• Compare and assess other’s results.
• Justifies your project

Methodology

• Details of the method(s) and procedures
• Discuss the reasons for choosing your methods and procedures
  Description of types of data and sources
• Description of methods and procedures for obtaining data
• Description of methods and procedures of data analysis

Results

• Give the details of the main findings
• Provides a summary explanation of your results
Discussion

- Develop a logical argument about what your results mean.
- Address how your results provide evidence to support your argument.
- Identify potential errors and explain how you can improve your research approach of the problem

Conclusions

- A restatement of the research problem
- A summary statement of main findings and their significance
- Shortcomings of the research
- Agenda for future research

Appendices

You may use it for additional tables and/or figures.

Reference

References are required. You may use the reference standards used in your discipline. Here are few samples:


Acknowledgements

The author wish to express their appreciation to ....