

# Portfolio Component #4: Research Report

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ENG 113

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## WHAT IS A RESEARCH REPORT?

In this assignment, I ask you to write a research report for your research portfolio. The research report is a formalized write-up of your research project, the data you collected, analysis of that data, and conclusions you draw from the data. This paper will complete your research portfolio for the semester.

## THE ASSIGNMENT

Your 7-10 page research report draws on a fairly standardized form common to most published research. Your research report should contain the following 5 sections: (1) overview of your project, (2) a literature review, (3) a description of your actual methods, (4) your data with analysis of your data, and (5) conclusions you've drawn from your data. You will also include a Works Cited Page and your data instruments as appendices.

### ***Overview***

Your overview should:

- Introduce your project, including a brief statement of your research questions
- Show why your project is unique and important
- Present your thesis (points to the conclusions you've made from your data and how they help people understand the problem/issue you are investigating)

### ***Literature Review***

Your literature review should:

- Cite studies (at least 4) relevant to your topic including background information, similar studies, etc.
- Show how the literature you cite is related to your study
- Synthesize the literature, showing what multiple sources say about a single topic, rather than writing about each source on its own

### ***Methods***

Your methods section should:

- Describe the methods you actually used (how you recruited people, collected data, etc.)
- Describe any issues you had with your actual research and how they influenced your data
- Discuss any limitations of your method choice

### ***Data & Data Analysis***

Your data and data analysis should:

- Present the data from your study in appropriate forms (quotes, charts, graphs, etc.)
- Explain what data in your graphics is and what it shows in paragraph form
- Discuss how you sorted the data
- Discuss what the patterns are in your data (what does it tell you about your topic and how does it answer your research questions)

### **Conclusions**

Your conclusions should:

- Answer the question: What did you learn from your data?
- Answer the question: Why should your data matter to other people?
- Answer the question: What, if any, recommendations do you have for the people you were researching? For other people with similar issues?

### **Works Cited Page**

Your Works Cited Page should:

- Contain all the sources used in your report
- Be correctly formatted in APA or MLA style
- Connect accurately to your in-text citations

### **Appendix**

Your Appendix should:

- Contain a copy of your data instrument(s)
- Be correctly formatted in APA or MLA style

## **PORTFOLIO**

This is the fourth component of your Research Portfolio and will discuss and bring together your entire project.

### **IMPORTANT DATES**

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| Wednesday, Apr. 12 | Completed, polished draft for Teacher Review to Moodle                  |
| Monday, Apr. 24    | REVISED drafts due for Workshop   |
| Wednesday, Apr. 26 | Last Day to Submit Revisions for Teacher Feedback (email ONLY)to Moodle |
| Wednesday, May 3   | Portfolios are due in hard copy to Dr. Witte at the beginning of class  |