

# Report content

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Need to find a way of indicating where sections change in this.

## Stage 0: Synopsis

Table 1:

Part/Structure	Writing Goal(s)	Guidance
<b>Title</b>	??	At this stage, your title should capture your research area and draft aim. Your title can – and probably will – change as your work progresses.
<b>Abstract</b> 1 Background 2 Research Outline 3 Research Design 4 Knowledge contribution	??	At this stage, your abstract should capture your research area and possible knowledge contributions and include key papers that have inspired your choices.
<b>1 Introduction</b>	??	At this stage you should be able to give an introduction to your research topic and its wider context as your Introduction
<b>References</b>	??	At this stage you should be able to demonstrate your use of a BMT, mentioning key papers in the abstract. They should be in the required bibliographical style.

# Stage 1

Table 2:

Part/Structure	Writing Goal(s)	Guidance
Working title		Updated in the light of your work on this stage
Abstract		Updated in the light of your work on this stage. Materials from your abstract might form the basis of your Introduction and its subsections.
1 Background 2 Research Outline 3 Research Design 4 Knowledge contribution		
1 Introduction 1 <b>Background to the research</b> 2 <b>Justification for the research</b>	??	<p>At this stage you should be able to fill out your introduction from ??, adding an overview and a justification of your intended knowledge contribution in terms of the existing literature, but before the detailed work of subsequent stages. This should consist of:</p> <ul style="list-style-type: none"> <li>• an introduction to your research topic and its wider context (as background)</li> <li>• the justification of the knowledge contribution your research will make, and include its relevance to you and your research context</li> </ul> <p>This section should:</p> <ul style="list-style-type: none"> <li>• be well argued and supported by appropriate citations,</li> <li>• argue how the research fits within the scope of your qualification, and</li> <li>• describe how it meets any other personal, professional or organisational criteria that might exist</li> </ul> <p>At this stage, it</p> <ul style="list-style-type: none"> <li>• might have missing or only partially completed subsections where the literature has not yet, or only partially been covered</li> <li>• lack complete justification of its worth</li> </ul>
2 Literature review 1 <b>Draft review of relevant knowledge</b> 2 <b>Planned further literature review</b>	??	<p>At this stage you should:</p> <ul style="list-style-type: none"> <li>• have collected and structured the papers for your initial literature review theme summaries that is based on the work you completed in ??. Your focus should be on summarising, contrasting and comparing what has gone before with a particular focus on any holes in the literature that you will be attempting to fill with your contribution. As you read more, be aware that holes that you thought were there might close up, which is of relevance to the following section</li> <li>• identify any further reading you intend to undertake in Stage 2 as a result of completing Stage 1. (As your reading of the literature becomes more complete, this section will shrink. In the final draft, this section will not appear.) Be clear to describe how the papers you intend to read might relate to holes already found.</li> </ul>
3 Research definition		

Continued on next page

Table 2: (Continued)

Part/Structure	Writing Goal(s)	Guidance
<b>1 Problem statement</b> <b>2 Aim and objectives</b> <b>3 Knowledge contribution</b>	??	At this stage you should be able to: <ul style="list-style-type: none"> <li>• make a well articulated research problem statement that is based on the work you completed in ??</li> <li>• complement this with your statement of your aim and objectives that is based on the work you completed in ??</li> <li>• describe clearly the intended knowledge contribution of your research which fits together with the holes in the literature that you have discovered that is based on the work you completed in ??</li> </ul>
<b>4 Research design</b> <b>1 Evidence and data</b> <b>2 Research methods</b> <b>3 Ethics and other constraints</b>	??	At this stage you should be able to: <ul style="list-style-type: none"> <li>• demonstrate your engagement with research design, including descriptions of the kind of data, evidence, and methods you may need;</li> <li>• justify these choices in relation to your research problem, aim and objectives</li> <li>• evidence your careful consideration of ethics and regulations, and that your research will comply with your course and other constraints, including university guidelines, that you will be operating under during your research.</li> </ul>
References	??	At this stage you should be able to demonstrate your use of a BMT <ul style="list-style-type: none"> <li>• building an initial bibliography;</li> <li>• in the required bibliographical style.</li> </ul>
<b>Progress</b> <b>1 Qualification fit</b> <b>2 Personal and professional fit</b> <b>3 Technical skills and resources needed</b> <b>4 Statement of feasibility</b> <b>5 Personal reflection on research process</b>	??	In this section you should argue how your research is a good fit across all criteria. You should provide a clear rationale as to why you think what you are proposing is feasible. You should also reflect on your growing understanding of the research process, including key learning and aspects you have found particularly challenging.
<b>Reflection</b> <b>1 Key priorities in follow-up stage</b> <b>2 Personal and professional fit</b> <b>3 Work schedule</b> <b>4 Risk assessment</b> <b>5 Risk Assessment Table</b>	????	In this section you should reflect on the progress you have made in Stage 1 in relation to your initial work plan and establish your priorities for the next stage. For this, you should revise your initial work plan (??) accordingly. You should also summarise the outcome of your project risk assessment (??).

Stage 2

Table 3:

Part/Structure	Writing goals at this stage	Ref(s)
Title		

Continued on next page

Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
	<p>At this stage, your title should continue to capture succinctly your research problem and aim. If these have changed, you should consider whether you need to update your title accordingly.</p>	

Table 3: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
1 Introduction		

Continued on next page

Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Background to the research 2 Justification for the research 3 Fitness of the research	At this stage you should be able to give an overview of and justify your intended research before the detailed work of subsequent stages. This should consist of: <ul style="list-style-type: none"><li>• a</li><li>• i</li><li>• t</li><li>• c</li></ul>	



Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
2 Literature review		

Continued on next page

Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Draft review of relevant knowledge 2 Planned further literature review	<i>This section should consist of the current state of your current literature review, developed in this stage by following the advice in Section 2. At this point, it should</i>	??

Table 3: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
3 Research definition		

Continued on next page

Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Problem statement 2 Aim and objectives 3 Knowledge contribution	You should ensure that your research problem is well articulated, that your aim and objectives are consistent with the research problem, and that the intended knowledge contri-	

Table 3: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
4 Research design		

Continued on next page

Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Evidence and data 2 Research methods 3 Ethics and regulations	This section should demonstrate your initial engagement with research design, particularly that you have thought about the kind of evidence and methods you may need, appropriately justify	

Table 3: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
References		

Continued on next page

Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
	You should keep your references in good order and ensure you apply the required bibliographical style consistently. Ideally, you should use a BMT to generate and integrate your	



Table 3: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Progress		

Continued on next page

Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Qualification fit 2 Personal and professional fit 3 Technical skills and resources needed 4 Statement of feasibility 5 Personal reflection on research process	Contains your current argument for how your research is a good fit across all criteria. This should include clear rationale as to why you think what you are proposing is feasible.	

Table 3: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Key priorities in follow-up stage	Contains	?? ??
2 Personal and professional fit	your	
3 Work schedule	re-	
4 Risk assessment	flection	
5 Risk Assessment Table	on	
	the	
	progress	
	you	
	have	
	made	
	in	
	Stage	
	1 in	
	relation	
	to	
	your	
	initial	
	work	
	plan,	
	indicating	
	to	
	your	
	priorities	
	for	
	the	
	next	
	stage	
	and	
	including	
	an	
	up-	

Stage 3

Table 4:

Part/Structure	Writing goals at this stage	Ref(s)
Title	Your title should succinctly capture your research problem and aim	
1 Introduction		

Continued on next page

Table 4: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Background to the research 2 Justification for the research	This section should provide an introduction to your research topic in its wider context (as background and your justification of why the research is worth pursuing. It should	

Table 4: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
2 Literature review		

Continued on next page

Table 4: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Review of existing relevant knowledge 2 Critical summary, including knowledge gap to be addressed by the research	Your re-view should provide a critical account of your in-depth en-gage-ment with the aca-demic (and other) rele-vant liter-a-ture, in-clud-ing iden-tify-ing key trends ideas and pos-sible	

Table 4: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
3 Research definition		

Continued on next page



Table 4: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Problem statement 2 Aim, objectives, tasks and deliverables 3 Knowledge contribution	You should ensure that your research problem is well articulated and appropriate for your course and your personal and professional circumstance that your aim and objectives	

Table 4: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
4 Research design		

Continued on next page

Table 4: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Evidence and data	This section should demonstrate your critical engagement with all elements of research design, including a detailed account of the data and evidence needed in your research the re-	
2 Research strategy and methods		
3 Research procedures		
4 Ethical, legal and EDI considerations		

Table 4: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
5 Analysis and interpretation		

Continued on next page

Table 4: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Pilot work	<p>This section should report on a well thought out pilot work which clearly and competently test some significant aspect of your research design. It should demonstrate good critical reflection</p>	

Table 4: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
References		

Continued on next page

Table 4: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
	You should keep your growing references in good order and ensure you apply the required bibliographical style consistently. Ideally, you should use a BMT to generate and inte-	

Table 4: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Progress		

Continued on next page



Table 4: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Qualification fit	In	
2 Personal and professional fit	this	
3 Technical skills and resources needed	sec-	
4 Statement of feasibility	tion	
5 Personal reflection on research process	you	
	should	
	ar-	
	gue	
	how	
	your	
	re-	
	search	
	is a	
	good	
	fit	
	across	
	all	
	cri-	
	te-	
	ria.	
	You	
	should	
	pro-	
	vide	
	a	
	clear	
	ra-	
	tio-	
	nale	
	as to	
	why	
	you	
	think	
	what	
	you	
	are	
	propos	
	ing	
	is	
	fea-	
	si-	

Table 4: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Reflection		

Continued on next page

Table 4: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Key priorities in follow-up stage 2 Personal and professional fit 3 Work schedule 4 Risk assessment 5 Risk Assessment Table	In this section you should reflect on the progress you have made in Stage 1 in relation to your initial work plan and establish your priorities for the next stage. For this, you should	?? ??

Table 5:

Part/Structure	Writing goals at this stage	Ref(s)
Title		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
	Your title should continue to capture succinctly your research problem and aim. <i>It is likely this is the same as, or very similar to, that in Stage 3</i>	
Abstract		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
	You should include your draft abstract providing a succinct account of your research to date	
1 Introduction		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Background to the research 2 Justification for the research 3 fitness of the research	This section should continue to provide an introduction to your research topic in its wider context (as background and your justification of why the research is worth pursuing	

Table 5: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Literature review		

Continued on next page



Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Review of existing relevant knowledge 2 Critical summary, including knowledge gap to be addressed by the research	Your re-view should provide a critical account of your in-depth en-gage-ment with the aca-demic (and other) rele-vant liter-a-ture, in-clud-ing iden-tify-ing key trends ideas and pos-sible	

Table 5: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Research definition		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Problem statement 2 Aim, objectives, tasks and deliverables 3 Knowledge contribution	You should ensure that your research problem is well articulated and appropriate for your course and your personal and professional circumstance that your aim and objectives	

Table 5: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Research design		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Evidence and data	This section should demonstrate your critical engagement with all elements of research design, including a detailed account of the data and evidence needed in your research the re-	
2 Research strategy and methods		
3 Research procedures		
4 Ethical, legal and EDI considerations		

Table 5: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Analysis and interpretation		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Summary and analysis of evidence 2 Summary of key findings 3 Interpretation in relation to aim and objectives	This section should demonstrate substantial progress towards generating and analysing your data and evidence, and interpreting them in relation to aim and objectives. It should demonstrate	

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
References	You should keep your growing references in good order and ensure you apply the required bibliographical style consistently.	
Work planning and risk assessment		

Continued on next page



Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Statement of progress 2 Key priorities in follow-up stage 3 Risk assessment	In this section you should reflect on the progress you have made in Stage 4 and establish your priorities for the next stage. You should also review your risk assessment as ap-	

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
Appendix - Raw evidence	If relevant, you should include a sample of your raw data as an appendix	
Appendix - Work schedule	You should include your revised work plan as an appendix	
Appendix - Risk assessment table		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
	You should include your updated risk table as an appendix	
Progress		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Qualification fit	In	
2 Personal and professional fit	this	
3 Technical skills and resources needed	sec-	
4 Statement of feasibility	tion	
5 Personal reflection on research process	you	
	should	
	ar-	
	gue	
	how	
	your	
	re-	
	search	
	is a	
	good	
	fit	
	across	
	all	
	cri-	
	te-	
	ria.	
	You	
	should	
	pro-	
	vide	
	a	
	clear	
	ra-	
	tio-	
	nale	
	as to	
	why	
	you	
	think	
	what	
	you	
	are	
	propos	
	ing	
	is	
	fea-	
	si-	

Table 5: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Reflection		

Continued on next page

Table 5: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Key priorities in follow-up stage 2 Personal and professional fit 3 Work schedule 4 Risk assessment 5 Risk Assessment Table	In this section you should reflect on the progress you have made in Stage 1 in relation to your initial work plan and establish your priorities for the next stage. For this, you should	?? ??

Table 6:

Part/Structure	Writing goals at this stage	Ref(s)
Title	Your title should capture succinctly your research problem and aim	
Abstract	Your abstract should providing a succinct account of your research	
Chapter 1: Introduction		

Continued on next page

Table 6: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Background to the research 2 Justification for the research 3 Fitness of the research	This chapter should provide an introduction to your research topic in its wider context (as background and your justification of why the research is worth pursuing. Its pur-	



Table 6: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Chapter 2: Literature review		

Continued on next page

Table 6: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Review of existing relevant knowledge 2 Critical summary, including knowledge gap to be addressed by the research	Your re-view should provide a critical account of your in-depth en-gage-ment with the aca-demic (and other) rele-vant liter-a-ture, in-clud-ing iden-tify-ing key trends ideas and pos-sible	

Table 6: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Chapter 3: Research definition		

Continued on next page

Table 6: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Problem statement 2 Aim, objectives, tasks and deliverables 3 Knowledge contribution	You should ensure that your research problem is well articulated and appropriate for your course and your personal and professional circumstance that your aim and objectives	

Table 6: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Chapter 4: Research design		

Continued on next page

Table 6: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Data	This chapter should demonstrate your critical engagement with all elements of research design, including a detailed account of the data needed in your research the research methods	
2 Research strategy and methods		
3 Research procedures		
4 Ethical, legal and EDI considerations		

Table 6: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Chapter 5: Analysis and interpretation		

Continued on next page

Table 6: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Summary and analysis of data 2 Summary of key findings 3 Interpretation in relation to aim and objectives	This chapter should provide a detailed account of your data generating, analysis, the findings you have derived and their interpretation in relation to your research aim and	



Table 6: (Continued)

Part/Structure	Writ- ing goals at this stage	Ref(s)
Chapter 6: Evaluation and conclusion		

Continued on next page

Table 6: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
1 Evaluation against aim and objectives	In	
2 Evaluation against related work in the literature	this	
3 Implications for practice	chap-	
4 Validity of the research	ter	
5 Further work	you	
6 Personal reflection on your experience	should	
	re-	
	flect	
	on	
	the	
	ex-	
	tent	
	your	
	re-	
	search	
	has	
	met	
	its	
	stated	
	aim	
	and	
	ob-	
	jec-	
	tives,	
	bring-	
	ing	
	to-	
	gether	
	all	
	your	
	find-	
	ings	
	from	
	both	
	pri-	
	mary	
	and	
	sec-	
	ondary	
	re-	
	search	

Table 6: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
References	You should include all your references and ensure you apply the required bibliographical style consistently.	
Appendix - Raw data		

Continued on next page

Table 6: (Continued)

Part/Structure	Writing goals at this stage	Ref(s)
	If relevant, you should include a sample of your raw data as an appendix	