Title of the Paper

Subtitle of the Paper

Your Full Name

School of Business and Graduate Studies

Trinity Washington University

Course: (Course # and Title)

Instructor: \*\*Instructor Title and Name

Semester: (Semester Year)

Executive Summary

150 to 250 words covering the *Background, Objective, Research Design, Data Analysis, Results or Findings, Conclusions and Recommendations.*

*Keywords*:

I, (your name), acknowledge I completed this assignment in the spirit of the Trinity Washington University policy regarding academic honesty and plagiarism.

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Introduction

Starting on a new page, introduce your readers to the topic of the paper (issue, problem, topic, subject, case, etcetera) by discussing the history and back ground. Discuss the general context of the topic in 1-2 paragraphs. Then, discuss the more specific context, which makes your paper more localized, relevant, and timely. This is your rhetorical argument leading to the discussion of the problem below.

Note that the first paragraph of a section is not indented, however the second paragraph and those that follow until a new section or subsection begins are indented.

Statement of the Problem

Discuss your topic, issue, or problem and narrow your focus to a segment or fragment of the problem, which is manageable in the scope of the assignment. Then discuss your working hypothesis of the problem. Then make your thesis statement concerning how the problem might be resolved or explained. Occasionally, you will subdivide a section into further subsections. These are listed below

Third-level

And the first paragraph is not indented to start.

Fourth-level

And the first paragraph is indented to start.

Fifth-level

And the first paragraph is indented to start.

Objective

In some papers, your readers will find it informative if you discuss your purpose and what you will deliver as a result of the study. The deliverable is important in an applied research. Deliverables might include models, lists of practices, policy recommendations, etcetera. Discuss these with your instructor.

Section Title

This section might be titled, Analysis, or for the topic of the section. For example, In a Leadership analysis I might name this section for a theory I am using to analyze a leader, such as Authentic Leadership. In this section, I would introduce Authentic Leadership, then analyze my leader in relation to Authentic Leadership. Then, complete the section comparing myself to the theory and the leader.

Section Title

Next, continue with the as many sections as it takes to complete the paper

Conclusions

Finish with a section titled, Conclusions, or Discussion, or Summary as is appropriate. Conclusions express the logical end of the argument. While Discussions is a review of the issues if a conclusion is not reached.

References

The references section is written in the hanging indent style and with a sentence space of 1.5 for improved readability. There must be a reference for every work cited, and nothing should be referenced that is not cited, in the entire document. Be sure the references start on a new page.

The MSA Report Style uses Chicago 16th Edition as its publication style, with modifications to the fonts, headings, and other items to ensure a unique and readable final document. See Kate Turabian’s, 2008, A Manual for Writers, chapters 18 & 9 for the appropriate reference styles for each type of source used.

Your reference section should include every work cited in the paper. The reference section of an MSA Report Style paper is unlike a bibliography from other publishing styles. The reference section of this paper may only include works that you have cited in the document. You may not include items that influenced you, or are recommended reading. Please, only include what you have cited. .

References Examples

Bartholomew Eldredge, L. Kay et al. 2016 Planning Health Promotion Programs, 4th ed. San Francisco, CA: Wiley

Booth, Wayne C, Gregory G. Colomb, and Joseph L. Williams, 2008. The Craft of Research, 3rd ed., Chicago, IL, Chicago University Press. \*Use Chapters 3 to 5 to clarify your topic into questions.

Creswell, John S. 2014. Research Design: Qualitative, Quantitative, and Mixed Methods Approaches. 4th ed., Thousand Oaks, CA: Sage Publishing

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Lester, James D. & Lester, James D., Jr. 2011. Writing Research Papers: A Complete Guide, Upper Saddle River, NJ: Pearson Longman. \*Use chapter 7, sections F & G to develop an annotated bibliography and turn it into a literature review.

Merriam, Sharan B. 2009. Qualitative Research: A Guide to Design and Implementation 2nd ed.. Thousand Oaks, CA: Sage Publishing. \*Use all chapters as they are helpful.

Merriam, Sharan B. & Tisdell, Elizabeth J. 2016. Qualitative Research: A Guide to Design and Implementation 3rd ed. Thousand Oaks, CA: Sage Publishing. \*Use all chapters as they are helpful.

O’Neal-McElrath, Tori 2013. Wining Grants Step-by-Step, 4th ed. San Francisco, CA: Wiley

Paul, Richard and Elder, Linda 2008. The Miniature Guide to Critical Thinking: Concepts and Tools. Dillon Beach, CA: Foundation for Critical Thinking.

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Saldana, Johnny 2016. The Coding Manual for Qualitative Researchers. Thousand Oaks, CA: Sage Publishing. \*The appropriate sections for your primary and secondary coding of the data. Older editions are okay.

Schensul, Steven L., Schensul, Joyce J., & LeCompte, Marie D. 1999 Essential Ethnographic Methods: Observations, Interviews, and Questionnaires. In Ethnographer’s Toolkit Schensul, Joyce J., & LeCompte, Marie D. (Eds.) Lanham, MD: Altamira Press. \*The appropriate chapters for surveys or interviews.

Schensul, Joyce J., & LeCompte, Marie D. 2013 Essential Ethnographic Methods: Observations, Interviews, and Questionnaires. In Ethnographer’s Toolkit Schensul, J. J., & LeCompte, M. D. (Eds.) Lanham, MD: Altamira Press. \*The appropriate chapters for surveys or interviews.

Shenton, Andrew K. 2004. Strategies for Ensuring Trustworthiness in Qualitative Research Projects. Education for Information 22 63–75

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Turabian, Kate, L 2013 A Manual for Writers, 8th ed. Chicago, IL: University of Chicago

Yin, Richard K., 2013. Case Study Research: Design and Methods 5th ed., Thousand Oaks, CA: Sage Publishing. \*Yin sets the standard for case study research.

Appendix

Title of the document/figure/table

Occasionally you might have a table, figure or document that does not fit in the paper or is best offered as a supporting document. Be sure this starts on a new page.