Final Report Title

Researcher’s Name

Final Report

Internship 20xx

Title of Internship

Montana Space Grant Consortium

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# Abstract

On the first line of the abstract page, center the word “Abstract” (no bold, formatting, italics, underlining, or quotation marks). Your abstract should be one paragraph and should be a minimum of 150 words and not exceed 250 words. To count the number of words in this paragraph, select the paragraph, and on the Review menu click Word Count. Do not indent this paragraph. The abstract is the summary of the most important elements of your paper, written concisely. All numbers in the abstract, except those beginning a sentence, should be typed as digits rather than words. Your abstract should contain at least your research topic, research questions, methods, results, data analysis, and conclusions. You may also include possible implications of your research and future work you see connected with your findings. You can put keywords down below the abstract. These are to help people find your article when searching. Keywords should be italicized and indented the actual words are to remain normal.

 *Keywords:* APA format, instructions, statistics

# Title of Research

Begin your paper with the introduction. The active voice, rather than passive voice, should be used in your writing. The introduction should describe and discuss the research question you seek to explore. In this section you should propose a study, state its purpose and explain what questions you hope to answer and why these particular questions are of interest. The introduction should answer questions such as: What is your research about? How did you choose your research topic? What is interesting about your question/why should anyone read it? Why do you want your reader to think about or react to? What is your research related to, what background information does the reader need?

# Methodology and Results

This section should explain how you planned the data collection portion of the research. If you collected data via the internet, you could label this section Data Collection. For experiments, it should include a detailed description of your experimental design protocol. If you are getting data from somewhere, describe where this data came from, why you are using it and how does it relate to your questions (intro). How are you going to collect a random sample from the data and how do you obtain your sample size? Below are some examples of how you can use APA formatting to help clarify aspects of your research.

## Site of Study

(When conducting an experiment. Delete if not applicable. Example in blue text.) The site of the study is the campus of Montana State University located in Bozeman, Montana. Within the campus, data collections sites will occur at various public places, including but not limited to, site 1, site 2, and site 3.

## Data Sources

(When using a data set. Delete if not applicable. More information in blue text.) If you are using a public data set or other resource for your analysis, you can use the title, Data Sources. Discuss where you will find those documents, media, or other data sources and how you will determine which to include in the study. Name the research study, state why this data was developed and its purpose. Discuss the data set, the information, and the variables that will be used from that data set in your research study.

## Materials

(When doing hands-on work, it’s important to describe what you are working with. Delete if not applicable. More information in blue text.) It is sometimes necessary to provide specific examples of materials or prompts, depending on the nature of your study. If you do not have an apparatus, delete that from the heading, list just materials if you have any.

## Procedures

The procedure includes the step-by-step how of your experiment. You can also label this Research Design as well. The procedure should include the following:

* A description of the experimental design/ A step-by-step listing in chronological order of steps.
* Identification of your independent variable(s) (IV), dependent variable(s) (DV), and control variables (if applicable). Give your variables clear, meaningful names so that your readers are not confused.
* Any important instructions.

You do not need to have them bulleted as above, that is just a breakdown of what could be included for your reference. You could make level 3 headings for the items listed; this may help you organize your paper.

## Results

This section should explain how the data was collected and organized. You do not need to hand in the raw data. In this section, you should include a description of the data analysis and inference you made on the data. You can include graphical displays, including legends, that help to explain the research.

# Discussion

In the Discussion section you should give a detailed interpretation of the major findings of your study. In addition, you can discuss the following aspects of the project (not necessarily all or restricted to only these): Relevant information, using the data you collected, were you able to effectively answer all the questions you initially sought to answer? Was there any bias in your data? Did you use any statistical methods that you found were suitable for the acquired data? Did the results of your study match your initial expectations? Did they agree with similar studies conducted by other researchers? Was there anything in the results that surprised you? Presenting results,Bem (2006) recommends the following pattern for presenting findings:

* Remind readers of the conceptual hypotheses or questions you are asking.
* Remind readers of behaviors measured or operations performed.
* Provide the answer/result in plain English.
* Provide the statistics (if applicable) that supports your plain English answer.

## Limitations

If you were to repeat the project, are there any important improvements you could or would want to make? Discuss whether there were any unexpected difficulties or problems that occurred during the data collection, and whether these factors may somehow affect your final analysis. For example, delays for data collection due to increased weather patterns.

# Significance of Funding

Add a short paragraph that details the significance of having your research funded by MSGC for your research. How has it helped you grow as a STEM professional? You can relate back to the skills and experiences you reported in the discussion. Think about how gaining STEM skills and your experiences will help you with other aspects of developing you as a future STEM professional. Think back to the first webinar when we talked about technical and career skills. Great place to discuss how the internship might have helped you develop both of these aspects: tangible skills and people skills. For example, have you had to work on your communication skills, how you collaborate with others interns/mentor? Did it help you hone your critical thinking skills? If so, how? Can you give an example? Did you evolve a strategy to be an effective listener when your mentor was giving you instructions? If so, can you describe your strategy? Skill – How did you develop? (Strategy for development.)

# References

Anderson, Charles & Johnson (2003). *The impressive psychology paper.* Chicago: Lucerne Publishing.

Bem, D.J. (1995).*Writing a review article for Psychological Bulletin.* Psychological Bulletin

118 (2): 172-177.

Smith, M. (2001). Writing a successful paper. *The Trey Research Monthly*, *53*, 149-150.

Entries are organized alphabetically by surnames of first authors and are formatted with a hanging indent. Most reference entries have three components:

1. Authors: Authors are listed in the same order as specified in the source, using surnames and initials. Commas separate all authors. When there are seven or more authors, list the first six and then use “et al.” for remaining authors. If no author is identified, the title of the document begins the reference.
2. Year of Publication: In parenthesis following authors, with a period following the closing parenthesis. If no publication date is identified, use “n.d.” in parenthesis following the authors.
3. Source Reference: Includes title, journal, volume, pages (for journal article) or title, city of publication, publisher (for book).