The Patricia S. Levinson Fellowship for Community Oriented Research and Service Final Report Guidelines

The following should serve as a guide for a final report.

1. Abstract: A brief summary, usually 300 words, of the goals of your project. Include why it is important. It is helpful to begin with a statement about what led up to the project.
2. Specific Aims: A statement of the specific aims of your project. Number them and state them concisely.
3. Statement of Importance: Why did you think it was worth doing this project?
4. Introduction/Background: What is known about the general problem and what published studies led to your project? This section should include a few references.
5. The Research Plan and/or Results Section: This is usually the toughest part. You want to describe how you fulfilled the specific aims. You can describe what you did, your approach to the problem, the experiments that were carried out, and if this is relevant, and methods you used.
6. Data Analysis: Data are usually numbers or observations and you are trying to conclude something from. What are your conclusions?
7. What have you learned from the experience?

The report should be approximately 3-5 pages.