

Guidelines for Research Reports

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Excerpts from Guidelines for Reports (adapted from Lofland & Lofland, 1995--for specific questions on each of these, see pages 222-228)

1. Reporting
 - a. inception and social relations
 - b. private feelings
 - c. data gathering
 - d. data focusing and analysis
 - e. retrospect
2. Caution
3. Effort
4. Success
5. Sufficient Data Quality and Quantity
6. Pertinence
7. Clarity and Logical Order
8. Social Science Framing
9. Analytic Thoroughness/Elaboration
10. Interpenetration of Data and Analysis
11. Serious Labels
12. Descriptive-Analytic Balance
13. Section Balance
14. True/Plausible
15. Data-Analysis Consistency

16. Internal-External Consistency

17. Original/New

18. Important

Questions About Field Study Reports (adapted from Lofland & Lofland, 1995, pages 233-236; each topic listed has numerous questions--see Lofland & Lofland)

1. Social and Personal Issues

2. Data Concerns

3. Topics Considered

4. Specific Questions

5. Analysis

6. Literature

7. Presentation of Data

8. Overall Evaluation

Issues Missing in Lofland & Lofland's Criteria:

1. Method and degree of data infusion (e.g. direct quotes)

2. Sampling method

3. Literature infused throughout or in separate section

4. How was observation varied

5. Triangulation methods used

6. Computer programs used--word processing and qualitative program/s

7. Aspects of computer programs used