

Annex

Suggested guideline for research notes

The research note includes the following sections (may be adjusted according to specific needs):

1. Theoretical and empirical background and relevance

Describe and discuss the theoretical background of your ongoing study. Draw on both recent and seminal literature that is relevant to your study and topic. Theoretical references should be clear and explicit. Also think about the practical relevance of your study; why is your study relevant for practitioners?

2. Research objectives, problem and/or hypotheses

Be as explicit as possible in outlining what you want to achieve with your research (idea). The formulation of (preliminary) propositions or hypotheses might be applicable here.

3. Research design

Try to address the following questions (if they apply to the nature of your study):

- How do you operationalize your research objective/problem?
- What measures do you use?
- What sampling techniques and criteria do you use and how representative is it?
- How do you collect your data? Why?
- What techniques do you use to analyze your data? Why?

4. Discussion and (expected) results

Present any (expected) results to allow your readers to draw their own conclusions and assess if your analysis is sufficient and appropriate. Also, include a discussion and link results to the theoretical and empirical background. Make sure that you have sufficient references in your discussion.

5. Conclusions

Make a clear contribution to theory and practice. Furthermore, address the limitations of your study. Implications and further research can be formulated, too.

6. References

Provide a list of references in a consistent way.