

## **Tips: Research paper**

**Step I:** Come up with a relevant topic of your research

- select an area of your interest for research
- set out aim and objectives of the paper
- limit your aim by exact period, program(s), and EAEU (focus on Kyrgyzstan)

**Step II:** Begin research

After you have decided the direction you want to take for the paper, now it is time to begin researching the topic. Note: Just because you have chosen a topic does not mean you have to stick with that one for the rest of the paper. After you have started researching, you may find information that makes you want to change your focus. It is fine if you change your question, but make sure your paper answers the new question and you have enough data to follow your aim.

Find and evaluate Literature review at least 5 relevant and up-to-date sources.

**Step III:** Construct an outline

Once you have collected all of the research (research articles, papers, books that is concerned to your topic and research), it may be helpful to organize your thoughts with an outline. To construct an outline, you must group your notes together and match information that fits together. An outline should be formatted in this manner:

### **Contents**

#### **Introduction**

- 1. Theoretical Part**
- 2. Practical Part**

#### **Conclusion**

#### **References**

#### **Appendices**

(Hint: remember about pages here.)

### **Notes:**

#### **Cover page**

- Course
- Topic
- Names: - teacher`s  
                  - student`s
- Year

#### **Introduction**

- Actuality that states importance of the study nowadays, using numbers and statistical data
- clear aim and objectives of the paper (narrow your aim by exact time frame, program(s), and EAEU countries)
- structure of the paper

## **1. Theoretical Part**

### **Literature review**

- do not summarize all contents of literatures, but explain main findings and how it differs to your research
- conclusion of literature review part should come at the end of paragraph.

## **2. Practical Part**

- examine/overview selected program(s)
- process, analyze and interpret obtained data
- descriptions of tables, graphs, diagrams should be in practical part, but put them in Appendix (in order)
- the purpose of a diagram or a table is to express briefly what would be lengthy to explain in words. Therefore, it is pointless to “translate” all the data back into prose. You should just summarize the main points made by your illustration, and interpret them. It is desirable if you put several or at least two variables/indicators on your diagram to come up with logical interpretation.
- include historical background if it was discussed and has important implication (reforms in the past) for the current situation
- conclusion of practical part

## **Conclusion**

- make an overall conclusion including the concluding remarks of the literature review, theoretical and practical parts
- policy recommendations: do not add anything that was not mentioned in theoretical and discussed in practical parts.

## **References**

- write all references used in your research paper with appropriate form (APA, MLA etc.)
- use footnotes/other forms on each page to cite used resources

## **Appendices**

- used for charts, tables, graphs, illustrations, etc.
- place Figure and title under the diagram, graph or picture, but Table and title above the table
- separate page for each appendix titled “Appendix A”, etc.
- state sources of your data.

## **Additional Tips:**

- make your paper logical and easy to follow
- use academic style
- 10-15 pages in length