



[Title of Action Inquiry Project, Year 1]

**Principal Name:**

**School Name:**

**Principal's Email Contact:**

**Background Leading to My Inquiry (Slide ?)**

Outline what led you to this particular inquiry. Include the following:

- Context
- The Issue/Tension/Dilemma/Problem that led to your action research

**The Purpose of My Inquiry (Slide ?)**

Therefore, the purpose of my action inquiry was to . . .

**My Wondering (Slide ?)**

With this purpose, we wondered . . .

**My Actions (Slide ?)**

In this step, begin by outlining how you gained insights into your wondering. Then, share exactly what you did to conduct this AR cycle.

In this section, provide the following:

- An articulation of any change/intervention/innovation/procedures you introduced

An excellent way to think about creating these segments is chronological – what did you do first, second, third, etc. You should include such things as the timing and amount of each detail you share.

**Data Collection (Slide ?)**

Share the ways you collected data to understand better what was implemented.

**My Data (Slides ?)**

Display data and share the ways you analyzed the data. **You may need additional slides.**

Quantitative data is often presented in graphs/charts/tables. You may wish to give quantitative data in at least two kinds of graphs organized in different ways to help you explain various aspects of your learning.

Qualitative data is often presented as excerpts of text from a journal, teacher reflections, etc. You may wish to submit qualitative data by including one or more text samples to help you explain different aspects of your learning.

### **My Discoveries (Slide ?)**

In this step, summarize your learning in two-three succinct statements that illustrate the most important and critical facets of what you learned:

- Learning Statement One:
- Learning Statement Two:
- Learning Statement Three:

Next, restate each learning statement and explain it. The explanation of your learning statement should refer to your data, and you should include actual data within the description.

### **Where I Am Heading Next (Slide ?)**

In this step, reflect on your action research journey as a whole that accomplishes the following:

- General reflection on the specific action research cycle just completed (Some Questions to Consider: What have you learned about your school? What have you learned about your teachers? What are the implications of what you have learned for your work?)
- Generation of Directions for The Future (Some Questions to Consider: What changes will you make or have made in your practice? What new wonderings do you have?)

As you present your concluding thoughts, once again, consider weaving a reference or two into your conclusions to connect your findings to the field of administration at large.

### **Bibliography (Slide ?)**

In this step, provide the bibliographic information for any references you cited in any previous steps. List your references in alphabetical order by author's last name. Follow APA, 6<sup>th</sup> Edition, to enter information about each of your references. Some examples are provided below. Examples of other reference types can be found here:

<http://owl.english.purdue.edu/owl/resource/560/06/>. You may also find the Citation Machine helpful (<http://citationmachine.net/>).

#### Books

- Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Location: Publisher.

#### Single Author Article

- Author, A. A. (Year of publication). Title of the article. *Name of journal, volume (number)*, page numbers.

### Multiple Authors Article

- Author, A. A. & Author B.B. (Year of publication). Title of the article. *Name of journal, volume (number)*, page numbers.

### Websites

- Author, A. A., & Author, B. B. (Date of publication). Title of document. Retrieved from <http://Web address>

## **Citing Your Presentation and Publication**

Congratulations on completing the Year 1 Action Inquiry process! You can list your project as both a professional presentation and a professional publication on your resume. Here are examples of the correct ways to cite:

### Presentation

Andrews, K. (2019). Providing effective feedback. Presented at the annual Indiana Principal Leadership Institute Action Research Showcase, Indianapolis, IN.

### Publication

Andrews, K. (2018). Providing effective feedback. Retrieved from <https://Web address>