c. **Operational Definitions and Data**
   Translation of concepts in each hypothesis into measurable terms (operationalization). Also, description and defense of the types and sources of data, and the methods and instruments used for data collection (including assessment of measurement reliability and validity).

d. **Statistical Methods**
   Description and rationale for the statistical techniques used for data reduction and analysis.

e. **Findings**
   Verbal and tabular presentation of results of the data analysis, generally refraining from interpretations.

f. **Discussion and Conclusions**
   Reaching of a judgment as to whether the hypothesis is supported or refuted. There may be a discussion of how the findings: (a) are consistent or inconsistent with the findings of previous hypothesis tests; (b) support, extend, specify, or undermine the theory from which the hypothesis was deduced; (c) suggest one or more new theories or explanations that may account for the findings; and/or (d) suggest the need for more research, and if so, of what type.

g. **Significance**
   Discussion of the relevance and practical benefits of the findings and conclusions to clinicians, administrators, policymakers, members of the general public, or other possible audiences besides researchers.

2. **CASE STUDY**
   a. **Structure of the social unit**
   b. **Problem statement**
   c. **Contextual factors**
   d. **History**
   e. **Perspectives of the participants**
   f. **Interpretation**
   
   Typical title: “A Case Study of the Multiple Intelligence”

A case study is an interpreted narrative account of decision-making, or the unfolding of some other social action, in an organization, community, or other social unit. The aim is to support or develop one or more generalizations about individual or group behavior or other social phenomena. A case study is not merely a chronologically arranged list of actions or events. There must be selectivity in the facts that are reported, and they must be arranged so as to maximize the educational value of the account. This approach often involves some degree of “participant observation,” i.e., the investigation of the perspectives of the individuals under study by sharing in their activities and experiences. The data-gathering approach is eclectic: the case-study writer may (a) study all available private and public documents, such as student records, committee minutes, official reports, policy and procedure manuals, personal letters, and internal memoranda; (b) record direct observations from personal attendance whenever possible at meeting and
other events; and (c) hold conversations and conduct interviews with the principal actors and with informants. The data-gathering need not be undertaken with a specific orienting proposition in mind; the interpretation may emerge during or after the field research. Indeed, the method may entail a continuous interplay between emerging conceptualizations of reality and empirical observations. Among the elements of a case study may be the following:

a. Structure of the Social Unit
   A description of the salient structural features of the social unit selected for study, and a demonstration that the unit is representative of the population to which generalizations are made.
b. Problem Statement
   Identification of the behavior or area of action under study, the problems or challenges faced by the social unit, the proposals that were considered, and the outcomes that emerged.
c. Contextual Factors
   Specification of the various legal, social, institutional, political, economic, psychological, and other dimensions of the context in which the social action took place, and which significantly affected its flow and outcomes.
d. History
   A narrative report of the relevant events and activities. The account should be faithful to the actual movement and complexity of the process under study, and at the same time not drown the reader in trivial or idiosyncratic details.
e. Perspectives of the Participants
   A description of the principal actors’ “definitions of the situation,” i.e., their experiences as they see them, their interests, intentions, and interpretations of the policy questions at issue and the crucial forces at work.
f. Interpretation
   Presentation of one or more propositions about individual or group behavior which are supported, refined, or refuted by the narrative and which can be subjected to other techniques of validation. Alternatively, there may simply be an identification of previously unexplored issues or considerations where the effort to generalize is likely to be fruitful.

3. FEASIBILITY STUDY
   a. Assumptions
   b. History and future
   c. Demand assessment
   d. Current conditions
   e. Management concerns
   g. Financial information
   h. Appendices