

Instructions for Preparing a FULL Research Paper

1. Always write in past tense.
2. Never use personal tense...I, he, she, you, them etc.
3. Label graphs and diagrams properly.
4. Always give graphs, tables etc a title and a figure legend describing the contents of the figure.
5. Cite references appropriately in the text, don't just list them at the end. Ex. The DNA model shows the pairing between pyrimidines and purines (Watson and Crick, 1953). Use APA format.
6. Do NOT plagiarize. Read the information that you have researched and then write it in your own words and refer to published works as above.
7. The report must be written using the guidelines below.

The following sections should always be included in a research paper.

Introduction – this should include background information on the subject that is being studied. For example, if you are carrying out research on enzyme specificity, you should include the definition of an enzyme, information on the substrates that are to be tested, information on the enzymes to be tested, details about enzyme-substrate reactions and the conditions that would allow an enzyme to function. All of these details should be accompanied with reference to written works (in text citations).

Hypothesis – Your prediction of the outcome of the experiment.

Procedure – step by step instructions describing how to do the experiment. Someone else should be able to follow the instructions and do the experiment in exactly the same way. This should be written in paragraph format.

Results – presentation of the results in graph, table, picture format. Each figure should be labeled and have a figure legend. DO NOT DISCUSS the results in this section, you are simply presenting them.

Conclusion/Discussion – The first part of this section is the Conclusion where it should be stated whether the results obtained support or do not support the hypothesis.

The second part of this section is the Discussion where you will explain what the results mean. The results are discussed with reference to written works and cited properly. The discussion should tie back in with your introduction. Explanations of surprising results should also be discussed and what you would change if you did this experiment again.

Acknowledgements – thank whoever has helped you throughout the experiment or report production.

Dr. Helen McDowell

Literation Cited – this section should list all of the reading that you have referred to throughout the report. It should be written in APA format. **See library information for details.** This list should have actual scientific journal references (peer review journals) as well as internet and book sources.