(v. 2) Report Module - Instructions for writing report

Start of Block: WHAT THIS MODULE DOES

# What the Report Module does

(Report Module, created 7 July 2019; last rev. 13 July 2019.)

The purpose of this Report Module of the WE1S topic model Interpretation Protocol is to provide instructions for writing a research report at the end of a topic-model interpretation project. You previously conducted and documented your interpretation project focused on a research question by going through a sequence of exercises using Interpretation Protocol modules, finishing with Module 7 (Analysis & synthesis of interpretation results).  
   
Now it's time to write up a research report in a Google Doc in a standard template as follows.

Step 1. Use the WE1S Report Template (read-only) to start a report  
   
WE1S researchers write research reports at the end of topic-model interpretation excerises as a Google Doc in their team folder using a copy of a report template file. Please follow these steps:

* Find the “**WE1S\_Topic\_Model\_Interpretation\_Report\_Template.docx**” file among the other files in the Word versions of the Interpretation Protocol modules.
* Create a copy of that report template to use for making your report. Name your report in an appropriate way. Best practice is to include in the file name an identifier such as your name or team name, project or exercise ID, or some other identifier that will associate the report with the identifiers you used in other modules of the Interpretation Protocol for your research. For example, if other modules in the interpretation exercise you are conducting created identifiers such as *“Team1\_InterpretationProject4\_Step2\_Module7\_2019-07-07,”* then the prefix *“Team1\_InterpretationProject4”* could usefully be part of your report file name.

Step 2. Add to your report the metadata for your interpretation project  
   
The first section of the research report template asks for the "metadata" for the "interpretation project" you are reporting on. The interpretation project is the one for which you have used a sequence of Interpretation Protocol modules to answer a single research question. The metadata requested in the report template can be found in the "Reminders - Info about this Exercise" sections of the survey modules you have completed.

* Find the "Reminders - Info about this Exercise" in the concluding module for the interpretation project you are now reporting on (which will be *Module 6 - Analysis & synthesis of interpretation results*).
* Copy-and-paste the relevant metadata into your report template as requested.
* Add other metadata as requested.

Step 3. Write your report  
   
Now write your report, using the section titles and prompts in the report template as a guide.

# This concludes the instructions for your report. Please press "next" below to finish this Qualtrics survey and terminate it.

End of Block: WHAT THIS MODULE DOES