**Journal of At-Risk Issues (JARI)**

**Qualitative Manuscript Format**

**Submitted the following documents to Greg Hickman, Editor JARI at** [**greg.hickman@dropoutprevention.org**](mailto:greg.hickman@dropoutprevention.org)**:**

* Cover page with no names and/or affiliations and Abstract
* Manuscript
* Appendices, Tables, Figures, Graphs

**Cover Page with Abstract**

* Title of Study
* No author names and affiliations
* Follow APA 6th Edition guidelines for Abstract - See p. 26 APA Manual
* 150 Word limit to include:
  + Problem under investigation, in one sentence if possible
  + Participants, specifying pertinent characteristics such as age, sex, ethnicity, etc.
  + Essential features of study methodologically
  + Basic findings, including size effects, significance, confidence intervals, and/or p values
  + Conclusions and the implications

**Manuscript**

* Introduction
  + 1 ½ to 2 pages introducing the topic of study and problem grounded in research that supports the justification and need for study
  + Support all claims of knowledge, understanding, and content with sources. Preferably empirical research sources
  + A gap/problem statement that ends the introduction and identifies the gap in the research literature that addresses a documented problem cited from the research literature
  + Here is a template to follow to end your introduction - Although the aforementioned research regarding (**insert your topic**) illuminates important findings, I have found no research that has examined (**insert your gap that you have not found to be researched).** Given such, further research is warranted that could examine (**insert gap briefly**) in an effort to address the documented **problem (insert documented and cited problem** this gap will address)
* Purpose Statement
  + Address the purpose of study to align with the gap and problem
  + Identify the method and design in your purpose statement
  + Example – The purpose of this qualitative phenomenological design study is to understand the experiences of gifted high school dropouts from a human ecological systems framework
* Research Question/hypotheses
  + Address research question that only align with purpose of study
  + Avoid research questions that do not align with purpose of study
  + Avoid crafting yes/no research questions
* Methods
  + Method and design and why appropriate for study
  + Procedures of study
  + Sampling strategy
  + Sample size based on current research with qualitative design of study being used
  + Analysis – specific analysis being used and why appropriate based on purpose and research question
  + Researcher credibility
  + Ethical Considerations such as confidentiality, anonymity, consent forms, debriefing, etc.
* Results
  + Briefly remind reader of the research questions/ hypotheses
  + Provide any demographic/descriptive statistics for your sample
  + Answer your research questions/hypotheses based on your data
* Discussion
  + Interpretation of results
  + Connect results back to research literature
  + Limitations of study
  + Significance of study
  + Future implications of research
  + Conclusions
* References
  + Follow APA 6th Edition guidelines
  + See p. 49-51 APA Manual

**Appendices, Tables, Figures, Graphs**

* Follow APA 6th Edition guidelines